



Monitoring

Private Non-Profit

- 1/3 of CEs did not conduct or document the required site visits.

Common Examples

- TDA observed aluminum pans of food covered with foil sitting outside in direct sunlight on a table that was left unattended 15 minutes prior to the start of breakfast service and more than 2 ½ hours prior to lunch service.
- CE did not provide the required oversight by conducting required visits or reviews.
- CEs were unable to provide monitoring documents.
- Monitoring forms were missing signatures.
- Documentation for the pre-operational visit was missing.
- Monitor did not remain to observe the entire lunch meal service.

Effects on the Claim

- TDA may disallow meals and may reduce the claim accordingly.

Suggested Steps to Take

- Develop a system to keep all the required documents and forms organized. Schedule time to maintain the paperwork.
- Work with your regional ESC to make sure that you understand all the requirements for monitoring sites.