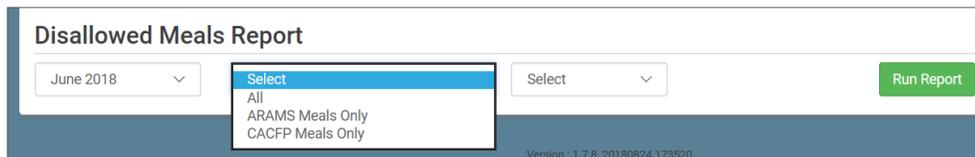


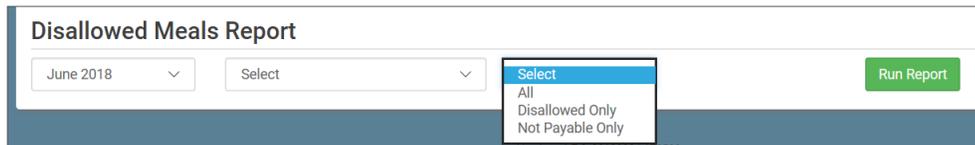
The Disallowed Meals Report is a list of the meals that were not included in the claim for a calendar month. Includes the date, meal type, participant) and the reason for the disallow. **The Disallowed Meals Report changes every time you “Check for Errors”.** If you are referencing this report to understand claims errors, be sure that you have clicked “Check for Errors” immediately before viewing this report.

The choices on the Disallowed Meals Report include the month/year and then the following additional options:



The screenshot shows the 'Disallowed Meals Report' interface. It features a date selector set to 'June 2018', a dropdown menu currently showing 'Select' with a list of options: 'All', 'ARAMS Meals Only', and 'CACFP Meals Only', and a 'Run Report' button. A version number 'Version: 1.7.8. 20180824.178520' is visible at the bottom.

- “All” should appear for all sites. This means that all participants will be on the report, including those marked as non-CACFP.
- “CACFP” will appear for all sites. This means that only children marked as participating in CACFP will be included on the report. Non-CACFP children will be excluded.
- “ARAM” will appear as an option if “After School Meals” is checked in Site Details. Running the report with “ARAM” selected means that only children marked as participating in the At-Risk Afterschool Meals program will appear on the report. Non-CACFP and non-ARAM children will be excluded from the report.



The screenshot shows the 'Disallowed Meals Report' interface with a different dropdown menu. The date is still 'June 2018'. The dropdown menu shows 'Select' with options: 'All', 'Disallowed Only', and 'Not Payable Only'. The 'Run Report' button is present.

- “All” will give you a list of errors that are both “Disallowed”(there was an error or a sponsor disallow) and “Not Payable” (the number of meals/snacks that a child was checked in for exceeds the daily claim limit).
- “Disallowed Only” will give you a list of only meals excluded from a claim because of an error or sponsor disallow.
- “Not Payable” will give you a list of only meals excluded from a claim because they exceeded the daily claim limit.

To run the report, make your selection and click the green “Run Report” button. A hyperlink will appear called “Download Report”. Click the hyperlink to download or view the report.

08/19/2018				
Date Served	Meal	Status	Error	Participant
03/23/2018	Breakfast	DISALLOWED	Meals for which there are no menus	
03/26/2018	Breakfast	DISALLOWED	Meals for which there are no menus	
03/26/2018	Lunch	DISALLOWED	Meals for which there are no menus	
03/26/2018	Lunch	DISALLOWED	Meal total count greater than number of participants.	
03/27/2018	Breakfast	DISALLOWED	Meals for which there are no menus	

08/19/2018      Number of DISALLOWED meals: 5      Cost of DISALLOWED Meals: \$11.71      Page 1 of 1

### Features of the Disallowed Meals Report:

1. Date Served
2. Meal
3. Status: there are two status options. “Disallowed” means that there was an error or a sponsor disallow. “Not Payable” means that the number of meals/snacks that a child was checked in for exceeds the daily claim limit.
4. Error: this will list one of the 18 potential errors. For information on how the errors are generated, see the separate instructions.
5. Participant: if the meal is disallowed for a specific child, then their name will be listed here. For example, if a disallow is for a missing enrollment form, the child with the missing form will be listed.
6. In the footer of the report are two pieces of important information:
  - a. The number of disallowed meals. **Note:** this does not include the “not payable” meals that were due to the claim limit.
  - b. The cost of the disallowed meals: this can encourage the site to increase compliance with the CACFP regulations in order to maximize their reimbursement.