

# Reports: Claims: Total Meal Count Report



The Total Meal Count Report is a legacy report that is not often used. The report can be run by date, by roster, by name or by age and contains simple summary counts by month. The counts in this report are not broken out by meal type (i.e. AM snack, lunch, etc.).

The choices on the Total Meal Count report include the month/year and also the following options:

- Sort method:
  - “By Date”: sorts the meal counts by date.

Date	F/R/P	Count
08/02/2018	A	2
08/02/2018	C	64
		Total meals on 08/02/2018 : 66
08/05/2018	C	1
		Total meals on 08/05/2018 : 1

- “By Roster”: breaks out the counts by date and roster.

Date	Roster	Meal Count
08/02/2018	Auditorium	1
08/02/2018	School Age	2
08/02/2018	Toddler	5
08/02/2018	Unassigned	59
		Total meals on 08/02/2018 : 67
08/05/2018	Auditorium	1
08/05/2018	School Age	1
		Total meals on 08/05/2018 : 2

- “By Name”: breaks out the count by date and child’s name. This is a longer-form version of the information found in the Meal Count by Roster report.

Date	Meal Name	Name
07/02/2018	Breakfast	Roger Jones
07/02/2018	Breakfast	Susie Doe
07/02/2018	Breakfast	Nia Parker
07/02/2018	Breakfast	John James Smith
07/02/2018	Breakfast	Jane Doe
07/02/2018	Breakfast	Jane Smith
07/02/2018	Breakfast	Gavin Parker
		07/02/2018 - Breakfast Total: 7

- “By Age”: breaks out the count by date and the USDA age ranges (**note:** not the age ranges set up in licensing).

Date	Age Category	Meal Count
07/02/2018	School Age 1 (6-12 yrs)	3
07/02/2018	Preschoolers	11
07/02/2018	Toddlers	9
		Total meals on 07/02/2018 : 23
07/03/2018	Toddlers	10
07/03/2018	Preschoolers	9
07/03/2018	School Age 1 (6-12 yrs)	3
		Total meals on 07/03/2018 : 22

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- Types of Meals:
  - “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.

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.