

Meal Count: Taking Meal Counts with Mixed CACFP/ARAM and Attendance at the Same Time using Web App



The checkbox on the Site Details Page “After School Program (ARAM)” is used by traditional child care centers that are also participating in the At-Risk Afterschool Meals Program. Centers that participant in both programs need to keep separate records, which can be accomplished in My Food Program. Note: for traditional child care centers to participate in ARAMS, meal counts must be taken by name. Headcount meal counts cannot be used with this configuration.

In order to check in a child for an ARAM meal, all of these conditions must be true:

1. The site is indicated as eligible for ARAM in Site Details.
2. The meal is designated as eligible for ARAM in Site Details.
3. The child is designated as enrolled in ARAM on their participant page.
4. The roster is designated as eligible for ARAM in Participants & Rosters..

To enter attendance and meal counts with mixed CACFP/ARAM using web app:

- Click on “Attendance & Meal Count Entry” from the main dashboard.
- Select the Date, Roster and Meal.
- Click on “ARAM Meal” next to the eligible participant.
- If a participant is not marked as eligible for ARAM, then no ARAM box will appear on the meal count screen. Either check the child in for a CACFP meal on another roster or go back and mark the child as eligible for ARAM.
- Click Save.

A screenshot of the "Side By Side Entry" web app interface. At the top, there are dropdown menus for "Date" (03/24/2020), "Roster" (School Age), and "Meal" (PM Snack). Below this is a table with three columns: "ID", "Name", and "Meal". The table contains three rows of data. The first row is for ID 5, Liam Cook, with "Daily Attendance" checked and "ARAM Meal" unchecked. The second row is for ID 7, Ruth McGregor, with "Daily Attendance" checked and "ARAM Meal" unchecked. The third row is for ID 6, George Robinson, with "Daily Attendance" checked and "ARAM Meal" unchecked. A green "Save" button is located at the bottom right of the table.

Notes:

- You cannot click “ARAM Meal” until you have clicked “Present” – this prevents a meal from being recorded without attendance.
- A child only need to be checked in as “Present” once during the day. The “Present” button will already be checked if you navigate to meals later in the day.
- If you remove the check from the “Present” column, you are removing the attendance and all meals for the day.

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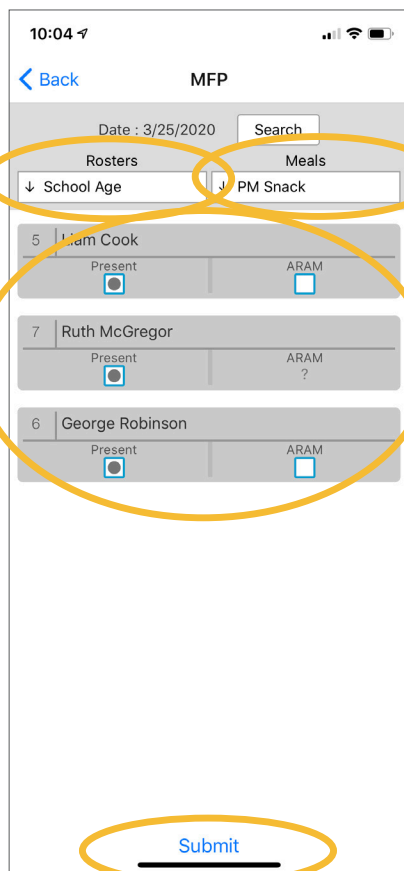
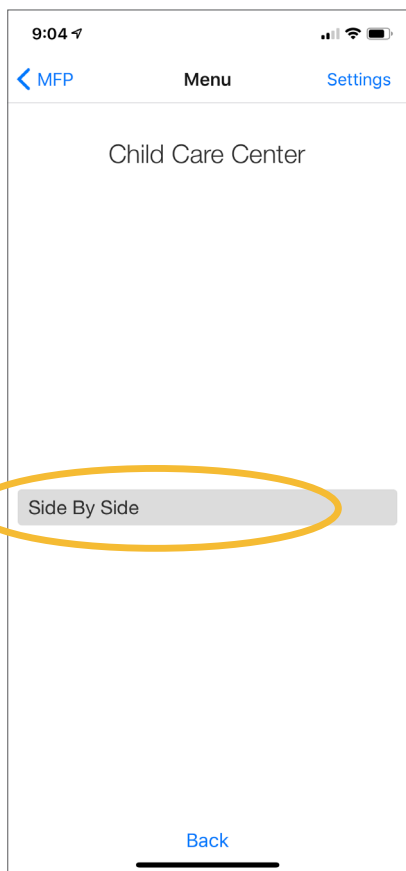
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1. The site is indicated as eligible for ARAM in Site Details.
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3. The child is designated as enrolled in ARAM on their participant page.
4. The roster is designated as eligible for ARAM in Participants & Rosters..

To enter attendance and meal counts with mixed CACFP/ARAM using mobile app:

- Click “Side By Side”.
- Select the Roster and the Meal.
- Click on “Present” if the child was in attendance for the day.
- Click on “ARAM Meal” if the child was served a reimbursable meal or snack.
- If a participant is not marked as eligible for ARAM, then no ARAM box will appear on the meal count screen. Either check the child in for a CACFP meal on another roster or go back and mark the child as eligible for ARAM.
- Click Submit.



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