

## Reason for Follow-up on Monitor Reviews

### 1) Review of Home for the last 5 Days based on meal observed and there is a failure to pass on 2 consecutive reviews the 75% to 80% test the State will require:

- a. Explanation to reviewer why attendance is off from days of review.
- b. Examples can include any of the following:
  - i. Sick
  - ii. Doctor Appointment
  - iii. Pickup Early
  - iv. Provider closed early
  - v. Family Emergency
  - vi. Etc.
- c. Any of these reasons should also be reflected on your meal attendance for accuracy along with Sign-in/Out.
- d. Provider must prove to sponsor that children were present
- e. If less than 6 months Sponsor will Review to ensure no over claim is occurring
- f. Insufficient Response will trigger and Parental Contact
- g. If the problem persist. Home will be written up as Serious Deficient for claiming one or more meals.
- h. If Provider is unable to do so, Sponsor must propose Termination

### 2) Example of over claiming ratio

Day of Review 4 children present:

Explanation must be provided and written on Review form by Reviewer and a follow-up is to occur when the Meal observed falls below 80% Especially if Last 5 days full attendance indicated, but partial attendance on day of visit.

How we determine the 75 to 80 % during a Review.

Those of you license for 6

3 divided by 12 gives you the % of 50 which will trigger a follow-up  
4 divided by 12 gives you the % of 66 which will trigger a follow-up  
5 divided by 12 gives you the % of 83 no follow triggered.

Those of you license for 7 you have a license of 12

8 divided by 12 gives you the % of 66 which will trigger a follow-up  
9 divided by 12 gives you the % of 75 which will trigger a follow-up  
10 divided by 12 gives you the % of 83% no follow triggered.