

Hawaii Child Care Nutrition Program: Menu Review Frequently Asked Questions

1. How do I get my menu reviewed?

- Please fill out the menu review request form and email to: DOH.menureview@doh.hawaii.gov
- Forms currently only available from your Child Care License (CCL) worker or you can email **Samuel Foulchag** at the previously stated email or call **(808)-586-5461** to request a form to be sent via email.

2. How much does a menu review cost?

- Nothing, the Hawaii Child Care Nutrition Program (HCCNP) does menu reviews for free!

3. When will I receive my review?

- Please allow **4-6 weeks** for a review to be completed.
- The more detail you provide about the foods and beverages you serve (example: portions, brand names, types/flavors, etc.), the faster your review will be completed.
- Once approved, one report will be shared with you and one with the Department of Human Services.

4. How often do I need to complete a menu review?

- Licensed Group Child Care and Infant Toddler Programs are required to complete a menu review **Annually**.
- Licensed Before and After School Programs are required to complete a menu review every **Two Years**.

5. What are the meal and snack requirements?

- Meal Pattern Charts with component guidelines and recommended serving sizes are located at: <https://www.fns.usda.gov/cacfp/meals-and-snacks> under the “Meals Pattern Chart: Infant and/or Children” sections.
 - We are currently updating all resources including our “Grains & Bread Serving Size” handout by incorporating cereal sub-categories, vetting serving sizes, and removing invalid information.
 - This resource will have detailed serving size information for grains.

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6. How much information do I need to provide on my menu?

- Please include:
 - Food item AND serving size for ALL items on the menu.
 - Type of milk (Skim, 1%, 2% and whole; unflavored (plain) and flavored (chocolate), etc.), if milk is served.
 - **Brand Names** of ALL foods and beverages (example: grains like cereal and crackers, juice, milk, meat / meat alternative like cheese and yogurt, etc.).
 - You can choose how you wish to display brand names, for example it can be in the menu itself or as an attachment to go along with the menu. We understand that not all brands are available every time you purchase food and ask that you display the brands you typically use.
 - Notation of any “whole-grain rich” foods.

7. What if my preschool serves “family style”? Do I need to include serving sizes?

- Yes, please include the serving sizes offered to ensure that the minimum amount of each food component is available, if children wish to consume.

8. What if my menus change, depending on what’s on sale?

- Indicate on the menu any last minute changes. You could also provide a generic menu that is generally followed. See examples on the next page.

9. What if parents buy foods for snacks or meals for the preschool?

- Please provide a snack list or menu of food items served. This may change daily, or you may have a “generic menu.” Example: See Below!

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Sample Generic Menus

<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>
Crackers Cheese Water	Cereal Milk	Fruits Yogurt Water	Crackers Juice	Vegetables Bread Water

OR

<i>Group A</i>	<i>Group B</i>	<i>Group C</i>	<i>Group D</i>	<i>Group E</i>
Milk Cereal	Vegetable Fruit Juice	Fruit Vegetable juice	Crackers Cheese Water	Yogurt Vegetable Water

*One item from two different groups are served for snack. Milk and Fruit/Vegetable juice are not served together.

Along with the generic menu, please include a comprehensive list of all food items served with serving size. Example:

<i>Food item</i>	<i>Serving Size (3-5 y/o)</i>
Fruit – apples, grapes (cut in half), bananas (Seasonal)	½ cup
Vegetables – carrots, celery, cucumbers (Seasonal)	½ cup
Milk (Unflavored, plain 1%) – (Sun Hearth, Members Mark)	½ cup
Juice (100% Orange) (Meadow Gold, Kirkland)	½ cup
Crackers (Ritz, Chicken and a Biskit)	4 crackers
Goldfish Crackers (Pepperidge Farms)	24 pieces
Bread (100% whole wheat) (Loves, Roman Meal)	½ slice
Yogurt (Yoplait, Chobani)	2 ounces
Cheese (mozzarella, American, Cheddar) (Kraft, Sargento)	½ ounce
Cereal (rounds: Cheerios) & (puffed: Chex & Kix)	½ cup & ¾ cup
Cold Cuts (turkey, ham) (Hillshire Farms, Oscar Meyer)	½ ounce

*Any mention of specific brands of products is not an endorsement and is meant strictly for educational purposes.