

Notice of Instruction

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Notice of Instruction Number: 091104 –Congregate Meal Clarification-kp

TO: All OAA Nutrition Provider Agencies

FROM: Katie Parkinson

DATE: September 11, 2014

SUBJECT: Clarification of Policy Regarding Title III-C1 Meal Service

The purpose of this Notice is to provide guidance to PSA 6 Nutrition Providers regarding the Older Americans Act (OAA), Title III-C1 meal service. Appendix A, Section 2 and Chapter 4, Section 5 of the Department of Elder Affairs Program and Services Handbook (Handbook) provide requirements for Title III-C1 congregate meal service.

Congregate meals are to be served and consumed at the congregate meal site. The Handbook states the following:

- Page 4-161 of the Handbook states, “The client is responsible for food safety after the food has been served to the client and if it is removed from the congregate nutrition meal site.”
- Page 4-159 of the Handbook states, “Left over food may be served as seconds at a congregate meal site or on a home-delivered meal route. Note: If a congregate meal client requests a second meal, the meal must be opened and presented to the individual for consumption at the congregate meal site.”

The provider must ensure “proper storage and heating facilities are available in the home (as evidenced by a completed DOEA Form 217) and the participant is able to consume the second meal independently or with available assistance and within the expiration date indicated on the meal.” Providers that serve congregate clients a meal to consume at home are required to establish a food safety system that has been tested to maintain safe food temperatures per the Florida Administrative Code, 64E-11. Food safety education must be administered and documented for each client that is provided with a meal to consume at home. The WCFAAA must approve the provider’s food safety system and food safety education materials prior to implementation. Meals must meet the OAA nutritional requirements to be claimed for Nutrition Services Incentive Program (NSIP) reimbursement. Also, the meal will be counted as a home-delivered meal.

WCFAAA appreciates your prompt attention and cooperation in regards to this clarification. Thank you for your continued commitment to Florida's elders. Should you require additional program information, please contact your WCFAAA Program Manager.