

ONE HOME PER PRIMARY CARE GIVER

- PURPOSE:** The following instructions set the guidelines for implementing the one home per provider policy in the Child and Adult Care Food Program (CACFP).
- SCOPE:** Sponsors and providers participating in the family day care component of the Child and Adult Care Food Program.
- DEFINITIONS:** **License holder** refers to the individual who is licensed to operate a day care home. The license holder does not have to be the provider.
- Primary Care Giver (PCG)** refers to the person who (1) is responsible for the direct care of the day care children; (2) has entered into an agreement with the sponsoring organization, and (3) has an Application on file with the Department of Education.
- DESCRIPTION:** Effective October 1, 1994, sponsoring organizations will enter into an agreement with the **primary care giver** of the day care home even if the provider is someone other than the license holder. An Application for Participation must be completed and submitted to the Department of Education for approval. There may be only one (1) Application for Participation per **primary care giver**.
- It is the responsibility of the sponsoring organization to ensure that the provider understands his/her responsibility. The **primary care giver's responsibilities** include, but are not limited to the following:
- C Accept the terms of the Agreement between the providers and the sponsoring organization.
 - C Attend the required training sessions by the sponsoring organization.
 - C Submit the required paperwork that documents meals served to children.
 - C Serve meals that meet the minimum meal requirements.
 - C Providers may not enter into a subcontract with any party to administer the family day care component of the CACFP.
 - C Comply with Part 226 of the Code of Regulations.
- The **sponsoring organization's** responsibilities include, but are not limited to the assurance that the above items will be adhered to as well as the following:
- C The reimbursement check shall be made payable to the **primary**

- care giver.**
- C **Under NO circumstances** can the reimbursement check be made payable to the license holder if that person is someone other than the **primary care giver.**
 - C Ensure the day care home maintains a licensed status or is working toward renewal.
 - C Comply with Part 226 of the Code of Regulations.

SOURCE:

Indiana Department of Education
Division of School and Community Nutrition Programs
USDA, Food and Consumer Service, Midwest Regional Office