

ARAS/SFSP in KidKare! webinar 10.27.22

ARAS/SFSP sites will get an upgraded experience for submitting their Meals & Attendance + Claims.

This upgrade is to ensure sites have everything they need in one spot so they can focus on what's important providing healthy meals and snacks for the kids in their different programs.



| Old N ter Claims cation GA Test A Blok rived Meals | Version | Center | Total Count 0 3000 2002 ADP 177 177 2007 | 2022 V | CX Wek Entering clo web has be for many ye for an upgr |) aims in CX een around ears. It's time ade! |
|---|--|---|---|---|--|--|
| lecord Se | rved Meals | | | | | |
| his tool is desig | ned for sites using At F | isk After School and Sum | mer Feeding Claims only | | | |
| his tool is desig | ned for sites using At F | isk After School and Sum fest At-Risk - No Children | mer Feeding Claims only | Day 2 | 022-10-07 | Ö |
| his tool is desig Served Meal | ned for sites using At F | ilsk After School and Sum Fest At-Risk - No Children | mer Feeding Claims only | Day 2 | 022-10-07 | Ö |
| his tool is desig | ned for sites using At F | isk After School and Sum fest At-Risk - No Children Total Claimed | mer Feeding Claims only ~ Total Attendance | Day 2 Non-Participating | 022-10-07 Total Meals Discarded | Total Damaged/Incomplete Meals |
| his tool is desig Served Meal Breakfast | Location GA S Served Meals | ilsk After School and Sum Fest At-Risk - No Children Total Claimed 0 | mer Feeding Claims only | Day 2 Non-Participating | Total Meals Discarded | Total Damaged/Incomplete Meals |
| Served Meal Breakfast Lunch | Location GA S Served Meals 0 200 | ilsk After School and Sum Test At-Risk - No Children Total Claimed 0 200 | mer Feeding Claims only | Day 2 Non-Participating 0 0 | 022-10-07 Total Meals Discarded 0 0 0 | Total Damaged/Incomplete Meals |

After we launch ARAS/ SFSP upgrade it will be easily accessible to each user, because this feature will be Webbased

You will be redirected to **KidKare login screen** after we upgrade!

KidKare Login Screen

Sites will use the same username and password for CX Web to get logged into KidKare.

| | | I | Login |
|--------------|--|------------|-------------------|
| | RidKare by Minute Mi Please Log | enu" IN | |
| Username | | | ٩ |
| Password | | | |
| ✓Remember Me | | l ne | ed a new password |
| | Log In | | |
| | Language 🗸 | | |

As soon as you get logged in to KidKare this is the page that you will see:

| 🕋 🔤 🕫 | A > Food Program > SFSP/ARAS | • |
|---------------------------|---|----------|
| Food Program > | | |
| - Attendance & Meal Count | | |
| Claims | Mear Time: (5:00 PM - :0:33) PM PM Snack PPR - Cradock Elementary Interface Size Clear Disport Sign in Sheets | |
| Reports | | |
| Setup 🗸 | Meals & Attendance Custom Fields | ~ |
| Messages | Served Seconds Total Attendance test1 test2 | |
| 🕜 Get Help | | |
| ப் Logout | Non-Participating Ordered Delivered | |
| ۲ | | |
| | Discarded Leftover Damaged / incomplete , , . | ^ |
| | | |
| | | |
| | Total Claimed 0 Meals | |

When recording Meals & Attendance for non-enrolled ARAS/ SFSP sites, this will be a new look.

On the Attendance & Meal Count you will see

| PM Snack | | • | PPF | - Cradocł | Elementary | | | | | 10/17/20 | 022 | | | |
|----------|---------------------------------------|----|-----|------------------------------|------------|-----|---|------|-----------|--------------------------|-----|-------|---|---|
| | | Ме | al | | | Cen | ter's/ Site's | Name | | | | Date | e | |
| | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | |
| als & A | ttendance | | | | | | | ^ | Custom Fi | elds | | | | |
| als & A | ttendance Served | | | Seconds | | | Total Attendance | ^ | Custom Fi | elds test1 | | test2 | | ~ |
| als & A | Served O | 0 | 0 | Seconds O | 0 | 0 | Total Attendance O | • | Custom Fi | elds test1 0 | 0 | e 0 | 0 | ~ |
| ils & A | Served O Non-Participating | 0 | 0 | Seconds 0 Ordered | 0 | 0 | Total Attendance 0 Delivered | • | Custom Fi | elds test1 0 | 0 | • 0 | 0 | ~ |
| als & A | Served O Non-Participating O | 0 | 0 | Seconds O Ordered O | 0 | 0 | Total Attendance O Delivered O | 0 | Custom Fi | elds test1 0 | 0 | e 0 | 0 | |
| als & A | Served O Non-Participating O | 0 | • | Seconds O Ordered O | 0 | 0 | Total Attendance 0 Delivered 0 | 0 | Custom Fi | elds test1 0 es | 0 | e O | 0 | |

Under Meals & Attendance your sites will be able to track the amount of meals served, seconds, total attendance, non-participating counts, the food that they ordered, what has been delivered, if any discared, leftover, incomplete/damaged meals.

| | Served | |
|---|----------|---|
| • | 175 | 0 |
| | | |
| | Ordered | |
| | 300 | ٢ |
| | | |
| | | |
| | Leftover | |

You can use the 🕂 and 😑 buttons as the meal counter.

Or you can type the number in the box.

Errors

Some errors they are good errors. We want to make sure that the information is entered

| Oops, Please check your number | s. The nu | umbi | er of Served Meals cannot be higher than | the number of Atten | dance. |
|--------------------------------|-----------|------|--|---------------------|--------|
| | | | | | |
| | | | | | |
| | | | | | |
| Meal Time: 05:00 PM - 05:30 PM | | | | | |

| a arreatly | | Served | | | Seconds | | | Total Attendance | |
|------------|---|-------------------|---|---|---------|---|---|------------------|---|
| correctly. | • | 175 | 0 | • | 89 | 0 | • | 174 | 0 |
| | | Non Participating | | | Ordered | | 1 | Delivered | |

Ex. Served 175 meals, but total attendance was 174. If we save this information -KidKare will let you know that the number of Served Meals is higher than the Attendance.

| Filters | |
|----------------------------------|---|
| <text></text> | Image: Contract of the second seco |
| * | Daily Sign-In Sheets |
| Save Clear Export Sign in Sheets | Sites will be able to pull their daily Sign-In Sheets! |
| | |
| Peports | |

There is Report section in KidKare on the menu bar to the left.

)

Choose date range (daily, weekly, monthly) and can download as a PDF!



🕋 > Reports Menu Production Record - 10/01/2022 - 10/31/2022 Meals & Attendance Menu Production Record Select a Program Select a Program 🛗 То 雦 10/01/2022 10/31/2022 From

With KidKare you will be able to pull the reports for the entire month and save them in PDF format.

Sites - List Claims View

At the end of the month you can click on Claims and you are going to see all of your prior claims that were submitted.



| 🐔 🔤 🗘 | 🕋 > List Claims | | | | | | | | | Filte |
|----------------|-----------------|-------------------|----------|-----------|----------|-------|------------|--------|-------------|----------|
| Food Program V | | | | | | | | | | |
| 🚍 Claims | 6 selected | • Go Clear Filter | | | | | | | | |
| Reports | | | | | | | | | | |
| Setup 🗸 | Month 🗢 | License 🗢 | Free % 🗘 | Reduced % | Paid % 🗢 | ADA 🗘 | Claimed 🖨 | Paid 🜩 | Submitted 🖨 | Adjusted |
| Messages | October 2022 | Center - At Risk | - | | | - | | - | View | |
| Get Help | | | | | | | | | | |
| ் Logout | September 2022 | Center - At Risk | 100.00% | 0.00% | 0.00% | 2 | \$4.01 | No | 9/13/22 | Yes |
| ۲ | August 2022 | Center - At Risk | 100.00% | 0.00% | 0.00% | 19 | \$56.54 | No | 9/14/22 | No |
| | June 2022 | Center - At Risk | 100.00% | 0.00% | 0.00% | 29 | \$1,063.08 | No | 9/14/22 | No |
| | April 2022 | Center - At Risk | 100.00% | 0.00% | 0.00% | 26 | \$1,355.04 | Yes | 6/27/22 | No |
| | March 2022 | Center - At Risk | 100.00% | 0.00% | 0.00% | 31 | \$2,083.78 | Yes | 5/16/22 | No |

None of the data that sites have put into CX Web is going to go away. To see actual current claims sites can click View



Once the site clicks on View they will see the summary for the month: • total meals

 days claimed ADP

If all looks good sites can click Submit If there is an issue, if something needs to be change they can click **Edit** to go back and fix it.

Claim Submitted

After you click Submit claim, KidKare will tell you Claim saved successfully - that means there were no errors.

| Claim saved suce | cessfully | | | | |
|------------------|------------|-------------|--------------|---------------|--------------------------|
| October 202 | 2 Center | | | ARAS/SFSP Cla | aim |
| Claim Totals | | | | | |
| | | | | | 🖍 Edit 🛛 📋 Delete |
| | | Total Meals | Days Claimed | ADP | Calculated Amount |
| | | 812 | 4 | 150 | \$1,390.10 |
| | Diner: 215 | | | Submitted | to sponsor on 10/21/2022 |
| Claim Error List | t | | | | |

It will show you a summary of Total Meals, Days Claimed, ADP and Calculated Amount.

| 🖌 > Settings | | | | | | | | |
|------------------|----------------------------------|-------------------------------|-------------------------------|---------|---------------------|---------------|------------|-----------|
| Display Setting | 5 | | | | | | | ~ |
| What language | would you like | to use? | | Engli | sh | | | • |
| What page wou | uld you <mark>l</mark> ike to se | ee when you login to KidKare? | Attendance & Meal Count | | | | • | |
| | | | | | | | | |
| A S CC | 😤 > Site Details | | | | | | | Filters & |
| E Claims | Business Details | | License | | | | | |
| Reports | Site Name: | PPR - Cradock Elementary | License Type : Center | | Program Type : At-R | isk (ARAS) | | |
| 🚔 Setup > | Profit Status: | Non-Profit | Max Capacity | Infants | Toddlers | Pre-Schoolers | School Age | Total |
| - Site Details | Months Open: | All Months | mox capacity. | | | | | 250 |
| User Permissions | Days Open: | M, T, W, Th, Fr | License Start & End Dates: | | | | | |
| SE Messages | State Agreement #: | | | | | | | |
| O Cat Halo | Site Address: | 18 Dahlgren Avenue | | | | | | |
| G dechelp | City: | Portsmouth | | | | | | |
| C Logout | State: | 227022920 | | | | | | |
| ۲ | School ID: | 237022820 | | | | | | |
| | CACFP Meals | | | | | | | |
| | CACFP Start Date: | 10/01/2015 | | | | | | |
| | Center License | | | | | | | |
| | Approved Meals: | | | | | | | |
| | At-Risk Meals: | PM Snack, Dinner | | | | | | |
| | Servings: | 1 | | | | | | |
| | Bratifant | Serving 1 | | | | | | |
| | aM Spark: | | | | | | | |
| | Lunch: | | | | | | | |
| | PM Snack: | 05:00 PM - 05:30 PM | | | | | | |
| | Dinner: | 03:45 PM - 04:15 PM | | | | | | |
| | Eve. Snack: | | | | | | | |
| | | | | | | | | |

Site Details will contain the information that you have put into Minute Menu CX. Sites can not make any edits, but will be able to see what you have put in the software.

| Cell | Phone | View |
|------|-------|------|
| | | |

What Record Served Meals looks like for users who log in with the phone.







Deselect the filters that aren't used for the better view to see the certain columns that matter to the sites.

Sponsors

What does this mean for you!

We made some

upgrades to your side of KidKare too.



Custom Field Examples: • Tracking the number

- of hot meals consumed;
- Tracking cold meals vs hot meals;
- # of shelf stable meals consumed



What List Claims looks like for users who log in with the phone.



As a Sponsor, you will be able to add Custom Fields in the Meals & Attendance section for your ARAS/SFSP sites.

> You can customize these fields to whatever your needs are for your sites.

go to app.kidkare.com, use your username and password > go to Settings > ARAS/SFSP Settings:

you can ebable up to 3 custom fields for your sites, once you enable them you can name them

| 🔺 💕 🔅 | 🖀 > Settings | | | |
|-------------------------|----------------------|--------------------|----------------------|---|
| Observer Mode | General Settings | | | * |
| ➡ Foods ~ | eForms Settings | | | ~ |
| Attendance - Bulk Entry | | | | |
| \$ Billing Report | Center Access | | | * |
| 🚔 Reviews 🗸 🗸 | ARAS/SFSP Settings | | | ^ |
| 😪 eForms 🗸 🗸 | Enable custom field? | Name custom field | Current custom field | |
| C Reports | Yes (III) | Hot Meals Consumed | test1 | |
| Messages | Yes (II) | Shelf Stable Meals | test2 | |
| Get Help ∨ | | | | |
| ပံ Logout | | Save | | |
| ((*) | | | | |
| | | | | _ |
| | | | | |

Once you click Save - the change will not going to effect until the next claim month!

This is where the custom fields will appear:

Food Program > SFSP/ARAS



| « PM S | Meal Time: 05:00 PM - 05:30 F Snack | PM 🤉 | * >> | PPR - Cradock Elementa | ary | | « | 10/17/2022 | » | Save 2 Clear DExport Sign in Sheets | ^ |
|------------|--|------|------|------------------------|-----|---|------------------|------------|----------------------|-------------------------------------|---|
| Meals & | Attendance | | | | | | | ~ | Custom Fields | | ^ |
| | Served | | | Seconds | | | Total Attendance | 2 | test1 | test2 | |
| • | 175 | 0 | • | 89 | • | • | 175 | 0 | • 0 | • 0 • | |
| | Non-Participating | | | Ordered | | | Delivered | | | | |
| • | 20 | 0 | • | 300 | 0 | • | 298 | 0 | | | |
| | | | | | | | | | Menu Notes | | ^ |
| | Discarded | | | Leftover | | | Damaged / Incomp | lete | | | |
| • | 0 | • | • | 12 | • | • | 2 | 0 | 2 meals were dropped | on the floor and discarded | |
| Total Clai | med | | | | | | | 264 Meals | 201 di Gità leu | | |

Cell Phone View for Sites: Record Served Meals + Custom Fields

| :30 | | _ | | ۲ | all S | |
|---|---|----------------------|-----------------|---|---------------|---|
| | and Dragram | | DIADAC | | | * |
| 2.15 | ood Frograf | 11 / 515 | r/Alva3 | | _ | * |
| | | | | | ^ | |
| | M | al Time: 05 | ::00 PM - 05:30 | PM | - \\ | |
| " | PIVI STIACK | | | | • // | |
| PPR - | Cradock El | ementa | ry | | | |
| « | | Oct 2 | 24, 2022 | | > | |
| | | C 1 | 0.5 | Circle in | Shares | |
| | save 😺 | Clear | | Sign in | | |
| | | | | | | |
| | | | | | | |
| Meal | s & Atter | ndance | 2 | | ^ | |
| Meal | s & Atter Served | ndance | • | Seconds | ^ | |
| Veal • | s & Atter Served 178 | odance | • | Seconds 43 | • | |
| Veal O To | s & Atter Served 178 tal Attendar | | e No | Seconds 43 m-Participat | • • | |
| Veal O To | s & Atter Served 178 tal Attendar 178 | ondance once O | o No | Seconds 43 m-Participat 15 | C ting | |
| O To | s & Atter Served 178 tal Attendar 178 Ordered | ondance once | e Nc | Seconds 43 m-Participat 15 Delivered | o ing | |
| Meal To O | s & Atter Served 178 tal Attendar 178 Ordered 250 | o o nce o | | Seconds 43 m-Participat 15 Delivered 245 | ing O | |
| O To O | s & Atter Served 178 tal Attendar 178 Ordered 250 Discarded | ondance ce O | e Nc O | Seconds 43 nn-Participat 15 Delivered 245 Leftover | ing O | |
| Meal To | s & Atter Served 178 tal Attendar 178 Ordered 250 Discarded 0 | o o o o | 0 Nc 0 | Seconds 43 m-Participat 15 Delivered 245 Leftover 14 | o ing o | |
| Control Contro Control Control Control Control Control Co | s & Atter Served 178 tal Attendar 178 Ordered 250 Discarded 0 aged / Incon | ondance once o | e Nc O | Seconds 43 m-Participat 15 Delivered 245 Leftover 14 | | |

| Mea | ls & Atter | ndano | ce | | | |
|------|---------------|--------|----|----|---------------|-------|
| | Served | | | | Seconds | |
| • | 178 | 0 | | • | 43 | 0 |
| Т | otal Attendar | ice | | No | n-Participati | ng |
| • | 178 | 0 | | • | 15 | 0 |
| | Ordered | | | | Delivered | |
| • | 250 | 0 | | • | 245 | 0 |
| | Discarded | | | | Leftouer | |
| • | 0 | 0 | | • | 14 | 0 |
| | | | | | | |
| Dam | aged / Incom | oplete | | | | |
| | | | | | | |
| Tota | l Claimed | | | | 221 N | /leal |
| Cust | om Field | 5 | | | | |
| | test1 | | | | test2 | |
| ۰ | 133 | 0 | | • | 0 | 0 |

Sites point of view of where the Custom **Fields will appear**

They can enter their numbers and menu notes.

Bulk Entry

📣 > Bulk I

Sponsors will be able to see all the sites, totals in one place.

| 🔠 Observer Mode | 0 | | | Disc. | | | | | |
|-----------------------------|--------------------------------|--------------------|--------------|-----------|--------------------|---------------------|-------------|------------|------------------------|
| 🕑 Foods 🗸 🗸 | Q ppr | | | « Dinner | | • > | * | 10/24/2022 | > |
| III Attendance - Bulk Entry | Center 🗢 | Ordered 🗢 Delivere | i 🗢 Served : | Seconds 🖨 | Total Attendance 🖨 | Non-Participating 🖨 | Discarded 🖨 | Leftover 💠 | Damaged / Incomplete : |
| \$ Billing Report | | | | | | | | | |
| 💼 Reviews 🗸 🗸 | PPR - Brighton Elementary | 75 75 | 45 | 0 | 45 | 15 | 2 | 0 | 0 |
| 🕑 eForms 🗸 🗸 | PPR - Churchland Elementary | 0 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 🖻 Reports | | | | | | | | | - |
| Messages | PPR - Cradock Elementary | 225 225 | 150 | 25 | 150 | 25 | 0 | 25 | 0 |
| 😮 Get Help 🗸 🗸 | | | | | | | | | |
| ტ Logout | PPR - Hodges Manor Elementary | 0 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Total for all centers | 300 300 | 195 | 25 | 195 | 40 | 2 | 25 | 0 |
| | Showing 1 to 10 of 11 entries. | | | | | | | | |

You can see how much meals were served so far, if the sites calculate Seconds, Total Attendance, etc as well as see Totals for all sites.

| | Center # | 4425 | Licen | se: Center (/ | T RISK) | Ph | one: | Claim Month. | JCtober 202 |
|-------------------|-------------|----------|--------------------|---------------|------------|--------------|----------|-----------------|-------------|
| | PPR - Crade | ck Eleme | antary | | | Mon | itor: | | |
| | 18 Dahloren | Avenue | | | | Payment T | ype: CH | IECK | |
| | Portsmouth, | VA 237 | 02-2820 | | | Capa | city: 25 | i0 | |
| Davs | | 4 | I | | Parti | cipated | Chack | ad Bu: | |
| Attendance (N | Meals) | 597 | - | Fre | e | 150 | CHECK | .eu by. | |
| | | 150 | - | Re | duced | 0 | Comm | nents: | |
| ADA | | 100 | - | Pa | d | 0 | | | |
| | | Free | Reduced | Paid | Tota | I Disallowed | | | |
| Breakfast | | 0 | 0 | 0 | (| 0 0 | | | |
| AM Snack | | 0 | 0 | 0 | (|) 0 | | | |
| Lunch | | 0 | 0 | 0 | c | 0 0 | | | |
| PM Snack | | 597 | 0 | 0 | 597 | . 0 | | Claim has had | n naid |
| Dinner | | 215 | 0 | 0 | 215 | i 0 | - 1 | Ciaim has bee | in paid |
| Evening Snac | * | 0 | 0 | 0 | (|) 0 | - 🗆 | Claim submitte | ed to State |
| Participated | | 150 | 0 | 0 | 150 | \$0.00 | | | |
| | | | | | | est | | | |
| Cash In Lieu Amou | int: 5 | \$64.50 | Reimbursement Amou | nt: | \$1,390.10 | Admin Rate: | 15.0000% | 6 Admin Amount: | \$245. |
| | | | | | | | | | |

| 0 \$ | Selected Center | All Centers | | | Refresh Di | isplay | State | AI | ~ | Month Selected | Month | October 2022 | 2 4 0 |) All Mor | nti |
|------|-----------------|---------------------------------|---|-----------|------------|---------|-------|---------|---------|--------------------|-------|--------------|-----------|-----------|-----|
| | Center Name | | ^ | Month | License | Details | OER | Free % | Reduced | % Paid % | ADA | Total | Submitted | Paid | |
| 25 | PPR - Cradock | Bementary | | 10/1/2022 | At Risk | View | OER | 100.00% | 0.00% | 0.00% | 150.0 | 1,635.41 | No | No | |
| | | | | | | | | | | | | | | | |
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You will see the Days, Attendance, ADA you can pull the PDF.

(You don't have to print it - it will be there in MM CX for 3 years!)

CX List Claims

Sponsors can still view list claims, and OER for all ARAS/SFSP sites in Minute Menu CX.

Once the sites submit the claims to you you will be able view their claims in the List Claims area in Minute Menu СХ

go to Claims > List Claims > click the View Details

Questions and Answers

Can the sites use the same login that they already have?

Yes they can! They can use the same credentials to log into Kidkare!

Will this negatively affect their current claim month?

No it will not affect their claims.

Can I (sponsor), view previous claims and current claim data?

Yes you can. You will be able to view previous and current claim data.

Can I (sponsor), export all locations attendance and claim data from KidKare?

Absolutely! You can export attendance and claim data!

> If you have any questions or concerns, feel free to reach us at success@kidkare.com