## Health and Nutrition Services

<table>
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<tr>
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<th>Monitoring Tool(s) or Reports</th>
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</table>
| Audit and track timely completion of 45 and 90- day health requirements.          | Determined by Tier 3 Direct Service Provider  
*See note below for list of ChildPlus Reports*                                         | Within the first 45 and 90 days of the program year and ongoing throughout the program year as new children enroll into the program. | Tier 3 Direct Service Provider Staff                                           |
|                                                                                  | MAHS file audit checklist and ChildPlus Reports  
*See note below for list of ChildPlus Reports*                                         |                                                                                            | MAHS Health Coordinator and Health Manager for Tier 1 & Tier 2 Direct Service Providers |
| Monitor documentation for children with an ICP due to a chronic health conditions and/or food allergy to ensure medical and/or interventions are in place. | Determined by Tier 3 Direct Service Provider  
*See note below for list of ChildPlus Reports*                                         | Prior to the beginning of the program year, within 30 days when a program learns of a chronic health condition and ongoing throughout the program year. | Tier 3 Direct Service Provider Staff                                           |
|                                                                                  | MAHS file audit checklist and ChildPlus Reports  
*See note below for list of ChildPlus Reports*                                         |                                                                                            | MAHS Health Coordinator and Health Manager for Tier 1 & Tier 2 Direct Service Providers |
| Monitor children’s files and health data uploaded and/or entered into modules to ensure completion of Portrait of a Healthy Child (PoHC), Health History & Nutrition Assessment, HIE consent and parental consent for on-site screenings. | Determined by Tier 3 Direct Service Provider  
*See note below for list of ChildPlus Reports*                                         | Within the first 45 and 90 days of the program year and ongoing throughout the program year as new children enroll into the program. | Tier 3 Direct Service Provider Staff                                           |
|                                                                                  | MAHS file audit checklist and ChildPlus Health & Family Service Reports  
*See note below for list of ChildPlus Reports*                                         |                                                                                            | MAHS Health Coordinator and Health Manager for Tier 1 & Tier 2 Direct Service Providers |
| Review and analyze the entry of health data into ChildPlus for accuracy & integrity of | Determined by Tier 3 Direct Service Provider                                                | Ongoing throughout the program year.                                                        | Tier 3 Direct Service Provider Staff                                           |

*Key: Blue – Tier 3 Direct Service Providers / Gray – Tier 1 & 2 Direct Service Providers*
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<td>the data that has been entered.</td>
<td>Review data within ChildPlus system and compare it to documents in files and/or uploaded into ChildPlus</td>
<td></td>
<td>MAHS Health Coordinator, Health Manager and Organizational Development Manager for Tier 1 &amp; Tier 2 Direct Service Providers</td>
</tr>
<tr>
<td>Monitor to ensure all CACFP/USDA guidelines are met.</td>
<td>Determined by Tier 3 Direct Service Provider</td>
<td>Ongoing throughout the program year.</td>
<td>Tier 3 Direct Service Provider Staff, MAHS Health Manager &amp; MAHS Nutrition Consultant</td>
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<tr>
<td></td>
<td>Tier 1 &amp; Tier 2 Direct Service Providers</td>
<td></td>
<td>Tier 1 &amp; Tier 2 Direct Service Providers Food Service Management, MAHS Health Manager &amp; MAHS Nutrition Consultant</td>
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<tr>
<td>All MAHS Direct Service Providers will submit copies of their menus to MAHS Health Manager for review and feedback.</td>
<td>Menus</td>
<td>The first week in the months of August, November and February.</td>
<td>Tier 3 Direct Service Provider Staff, MAHS Health Manager, and MAHS Nutrition Consultant</td>
</tr>
<tr>
<td></td>
<td>Menus</td>
<td></td>
<td>Tier 1 &amp; Tier 2 Direct Service Providers Food Service Management, MAHS Health Manager &amp; MAHS Nutrition Consultant</td>
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<td>All MAHS direct service providers will submit to MAHS Health Manager a copy of their CACFP/USDA monitoring reports conducted by Missouri Department of Health &amp; Human Services, CACFP Sponsoring Agencies and National School Lunch program along with any plans</td>
<td>CACFP/USDA Reports</td>
<td>Within one week of receipt of USDA/CACFP audit report and correction plans.</td>
<td>Tier 3 Direct Service Provider Staff, MAHS Health Manager &amp; MAHS Nutrition Consultant</td>
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<td>CACFP/USDA Reports</td>
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<td>Tier 1 &amp; 2 Direct Service Provider Staff, MAHS Health Manager &amp; MAHS Nutrition Consultant</td>
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<td>for necessary corrections.</td>
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<td>Review Emergency Preparedness Plans to ensure programs have an effective, well-practiced emergency plan in place.</td>
<td>Emergency Preparedness Plan</td>
<td>Annually</td>
<td>Tier 3 Direct Service Provider Staff, MAHS Health Manager and Organizational Development Manager</td>
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<tr>
<td></td>
<td>Emergency Preparedness Plan</td>
<td></td>
<td>Tier 1 &amp; 2 Direct Service Providers staff, MAHS Health Manager and Organizational Development Manager</td>
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### ChildPlus Reports

- **Immunizations**: ChildPlus report 3320
- **45 and 90-day health requirements**: ChildPlus reports 3015, 3035, 3016
- **Chronic Health Conditions**: ChildPlus reports 3065 and 4015 for Flag review
- **Portrait of a Healthy Child**:
  - If entered in the Portrait of a Healthy Child module
    - ChildPlus Family Services report F3077 for Head Start and Early Head Start
  - If not entered in the Portrait of a Healthy Child module
    - ChildPlus Health report H370 for Head Start and Early Head Start
- **Health History & Nutrition Assessment**:
  - If entered in the Health History & Nutrition module
    - Head Start-HS-HN
    - Early Head Start-EHS-HN
  - If not entered in the Health History & Nutrition module
    - ChildPlus report 3015
- **Health Information Exchange (HIE)**:
  - If entered in the Health History & Nutrition Assessment module
    - Head Start-HS-HN
    - Early Head Start-EHS-HN
  - If not entered in the Health History & Nutrition Assessment module
    - ChildPlus Enrollment report 2195 for Head Start and Early Head Start

*See ChildPlus Procedures Manual for Health Services for directions on how to run each report and for a list of additional ChildPlus reports to monitor the status of health events.*

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