



Cal-Pro-NET Center
Fresno City College
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<http://www.fresnocitycollege.edu/calpronet>

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2013 MANDATORY TRAINING



California Department
of
Education
Nutrition Services Division
and



Fresno City College
Cal-Pro-NET Center

present:



2013 Child and Adult Care Food
Program (CACFP)
Mandatory Annual Training

Online/Offline: March 4-June 28, 2013

2013 MANDATORY TRAINING

Introduction

The online course entitled *CACFP Management for Emergency Shelters* for agencies participating in the Child and Adult Care Food Program (CACFP) will be offered from March 4 through June 28, 2013. Please note this course will not be available between June 1 and June 9, 2013 because of a Blackboard system upgrade.

This mandatory training is sponsored by the California Department of Education (CDE), Nutrition Services Division (NSD) through a collaborative partnership with the California Professional Nutrition Education and Training (Cal-Pro-NET) Center at Fresno City College (FCC).

Mandatory Participation

CACFP Management for Emergency Shelters is the 2013 mandatory training course for emergency shelters. CACFP regulations require each agency participating in the CACFP ensure that at least one person with administrative responsibilities for the CACFP complete this state-agency provided training.

Successful completion of the *CACFP Management for Emergency Shelters* course is required to complete your agency's fiscal year 2013-2014 CACFP Annual Update which is due no later than August 31, 2013. If your agency does not successfully complete the mandatory training, your Annual Update will not be complete and NSD will declare your agency **seriously deficient**.

Course Description

The *CACFP Management for Emergency Shelters* course reviews the requirements for proper management of the CACFP in emergency shelters.

The following topics are covered:

- Eligibility
- Meals and claims
- Monitoring and training
- Program administration

The course is written in a user-friendly format and contains several activities and one final quiz. The estimated time to complete the course is seven hours. Available Continuing Education Units (CEUs): 7.0

Course Registration

The *CACFP Management for Emergency Shelters* online course is free. To register for this course, go to <http://www.fresnocitycollege.edu/calpronet> and select "Mandatory Training."

After registering, it will take approximately 24 hours for the course to become available at <http://blackboard.fresnocitycollege.edu>. (You will need your username and password to access the course on Blackboard.) Registration requests received on a Friday, Saturday, or Sunday will be processed the following Monday.

The course will be available 7 days a week, 24 hours a day from March 4 through June 28, 2013 with the previously noted exception. We encourage you to take the course as soon as possible to avoid last minute unforeseen circumstances (computer issues, power outages, *etc.*) that may interfere with your ability to complete the course before the deadline.

Certificate of Completion

To receive a Certificate of Completion, your grade book must have grades for all of the activities and you must pass the final quiz with a score of 75 percent or higher.

After a member of the FCC Cal-Pro-NET Center staff verifies your successful completion of the course, an e-mail with instructions for printing your Certificate of Completion will be sent to you. Certificates of Completion should be kept in your agency's training file.

Self-study Packets

There are no self-study packets available for this course.

Questions?

Contact the FCC Cal-Pro-NET Center by e-mail at fcc.calpronet@fresnocitycollege.edu, or by phone at (559) 489-2237, or (559) 244-5999 ext. 2376, 2377, 2378, 2379, 2380, and 2381. Office hours are 7:00 a.m. - 4:00 p.m. Monday through Friday.