

State Monitor Questions Local Agency Monitoring

Nutrition Services

Responsibility	Yes	No	Comments
Annual Nutrition Education Plan is submitted to the State Agency			
Annual Nutrition Education Plan is approved by the State Agency			
Annual Nutrition Education Progress Report is submitted to the State Agency			
Training File is complete and contains all required Training or Continuing Education Activities Forms (Attachment #1 1.19)			
Each CPA will maintain an ongoing record of training hours for each CPA. This should be recorded on the Competent Professional Authority Continuing Education Hours Form (Attachment #2 1.19) or on either Training Tracking Report (Attachment #3 or #4, 1.19)			
Inservices required by State Nutrition Education Coordinator provided to all CPAs			
CPA affidavit signed/dated and notarized (Attachment #2, 11.02) for each CPA			
Nutrition Services - Breastfeeding			
Annual Breastfeeding Plan is submitted to the State Agency			
Annual Breastfeeding Plan is approved by the State Agency			
Annual Breastfeeding Progress report is submitted to the State Agency			
All CPAs have attended Breastfeeding training class			
FMNP Food Coupon Issuance			
State FMNP Coordinator has found clinic FMNP response time for verification of receipt of FMNP coupons to be timely?			