

Child and Adult Care Food Program Serious Deficiency Process Notification Form



TEXAS DEPARTMENT OF AGRICULTURE
COMMISSIONER SID MILLER

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This product was funded by USDA.
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Updated 2/5/2025
www.SquareMeals.org



Food and Nutrition Division
Nutrition Assistance Programs

Child and Adult Care Food Program Handbook

Section 10000
Serious Deficiency

Updated
November 15, 2024



Rules
Policies
Standards
Compliance
Regulations

Sponsor Initiated Serious Deficiency

Sponsors of Sites/Providers must initiate the Serious Deficiency process if they discover violations of Program requirements.



Sponsor Serious Deficiency Process

Serious Deficiency determination

Notice of Serious Deficiency

Opportunity for Corrective Action

Notice of Proposed Termination and Disqualification

Notice of Termination and Disqualification

Sponsor Serious Deficiency Process Notification

Complete and submit the
CACFP Serious Deficiency
Process Notification Form



CE Information



Site/Provider Information



Letter Type



File Upload



Serious Deficiency Process Notification Review

TDA will review each
Sponsor notification
submitted.

Serious Deficiency Process Notification Determination



TEXAS DEPARTMENT OF AGRICULTURE
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Child and Adult Care Food Program

National Disqualified List Placement Request Determination

CE ID: _____

CE Name: _____

Provider ID: _____

Provider Name: _____

Responsible Individual(s): _____

TDA determination for placement of the Day Care Home Provider on the National
Disqualified List: _____

Effective Date: _____



NDL Placement & Duration

A minimum of seven (7) years from the date of disqualification unless a debt is owed under the Program, in which case they will remain on the list until the debt has been repaid.

Contact information



For technical assistance:

Contact your local ESC



For compliance concerns:

Community.Ops@TexasAgriculture.gov



For issues submitting the form:

FNRecordsTracking@TexasAgriculture.gov