



Caterer Deficiency Report – Diana Food Group

Family Central values your participation in its sponsorship of the USDA Child Care Food Program. To ensure that your center receives excellent customer service, we are requesting your assistance with any deficiencies noted in the catered food service. There may be occasional days when your center might notice a problem with the delivery of catered meals. When this occurs, please contact **Diana Food Group** immediately at **954-788-0411** to notify them of the problem, so that they can correct the deficiency as quickly as possible. Please also complete this form and fax to Family Central at 954-724-4067 or email to Mealcountchanges@familycentral.org so that we can follow-up with the caterer to ensure that any deficiencies noted are resolved in a timely manner.

CHILD CARE CENTER INFORMATION

Center Name: _____ Representative Name: _____

Date of Report: _____ Date of Incident: _____

PLEASE CHECK THE DEFICIENCY THAT APPLIES TO THE REPORT:

Food not delivered on time. **Indicate Center Lunch Time:** _____ **Delivery Arrival Time:** _____
(Delivery window is within 3 hours of your lunchtime)

Hot food delivered below 140 °F. **Item:** _____ **Temperature:** _____ °F

Cold food delivered above 41 °F. **Item:** _____ **Temperature:** _____ °F

Delivery does not include all meal components. **Missing:** _____

Delivery does not include the quantity ordered. **Missing:** _____

Delivery does not include the supplies requested. **Missing:** _____

Delivered food that is spoiled or unwholesome.

Other deficiency.

DID THE CENTER REJECT A MEAL: YES _____ NO _____
IF YES, PLEASE INDICATE WHICH MEAL/S: _____

Additional comments to explain the deficiency: _____

Center Representative Signature: _____ Date: _____

SPONSOR Response/Action: _____

Sponsor Representative Signature: _____ Date: _____

CATERER Comments/Action: _____

Caterer Representative Signature: _____ Date: _____

Caterer Confirmation: