



Georgia Department of Early Care and Learning

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Nathan Deal
Governor

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MEMORANDUM

To: Child and Adult Care Food Program (CACFP) Sponsors of Affiliated and Unaffiliated Centers and Summer Food Service Program (SFSP) Sponsors

From: Falita S. Flowers, Nutrition Services Director (*Original Signed*)

Date: June 8, 2015

Subject: New Web-based USDA National Disqualified List (NDL) Information

Section 243(c) of Public Law 106-224, the Agricultural Risk Protection Act of 2000, amended § 17(d)(5) of the Richard B. Russell National School Lunch Act (42 U.S.C. 1766 (d)(5)(E)(i) and (ii)) by requiring the U.S. Department of Agriculture (USDA) to maintain a list of institutions, day care home providers, and individuals that have been terminated or otherwise disqualified from Program participation. The law also required USDA to make the list available to State agencies and sponsoring organizations to ensure that they do not employ as principals any persons who have been disqualified from the Program.

In October 2014, USDA launched a new NDL web-based system. Subsequently, in December, 2014, the web-based system was introduced to Bright from the Start: Georgia Department of Early Care and Learning (DECAL)'s CACFP sponsoring organizations during annual sponsor training. The system was created partly to provide a more user-friendly method of maintaining and tracking institutions, responsible principals and responsible individuals who have been disqualified from Child Nutrition Programs. The system is designed for use by various user types to add, update, search and view the data of disqualified individuals and institutions. Specifically, sponsoring organization users have the ability to access individual and institution disqualified lists and perform searches.

This system does not currently include disqualified SFSP individuals, sponsors or facilities. Alternatively, DECAL maintains an internal Georgia Disqualified List to track SFSP disqualifications and cross references the list with new applicants for both the CACFP and the SFSP.

The NDL system integrates with the USDA's e-Authentication system. Sponsoring organization users need eAuthentication level one clearance to access the NDL system. Users can obtain an eAuthentication credential at https://www.eauth.usda.gov/mainpages/eauth_WhatIsAccount.aspx. Upon access, sponsoring organizations have the authority to search and view data.

For more information and instructions on accessing the NDL system, go to the **National Disqualified List User Manual for Sponsoring Organizations** which can be found on DECAL's web site at http://www.dec.al.ga.gov/documents/attachments/SO_NDL_User_Manual.pdf.

eAuthentication Account/Clearance

An eAuthentication account is a way for sponsors to interact with USDA websites online. It provides users the ability to identify themselves to the USDA via a User ID and password. It permits access to a wide range of USDA applications across the many USDA agencies and their services. Sponsors gain the convenience of transacting business with USDA online at any time and from any computer, with internet access, that is convenient.

The eAuthentication account consists of a User ID, a password and the user's customer profile which contains information about individuals that will permit USDA applications to identify if they have the correct permissions to view the website a user attempted to access. Currently, USDA offers Accounts with Level 1 Access and Accounts with Level 2 Access for the general public and USDA customers. **Sponsoring organizations must request Level 1 Access.** **Note:** You must have a valid email address to register for all types of eAuthentication accounts. If you do not have an email account already, there are several online email providers, such as Yahoo.com, Gmail.com or Hotmail.com, that have free email services.

As a reminder, DECAL reserves the right declare an institution or sponsor seriously deficient for permitting a disqualified institution, sponsor, facility, day care home provider or individual to participate in the CACFP or SFSP as an institution and/or principal per Federal Regulations. CACFP sponsors of day care homes and unaffiliated centers shall accept final administrative and financial responsibility for food service operations in all child care and adult day care facilities under their jurisdiction [7 C.R.F. 226.16(c)]. Therefore, sponsors of day care homes and unaffiliated centers are required to declare their facilities seriously deficient if DECAL or the sponsor discovers a facility approved to operate in the CACFP is listed on the NDL or Georgia Disqualified List. Moreover, these sponsors could potentially be responsible for any associated debt relating to the serious deficiency.

For more information on gaining access to eAuthentication, go to the USDA eAuthentication web site at <https://www.eauth.usda.gov/mainpages/eauthWhatIsAccount.aspx> and click on "*Create an account with Level 1 Access Here*" at the center of the page.

For questions concerning this memorandum, please contact Sonja Adams, Policy Administrator at (404) 651-8193.

cc: Deidria W. Bolden, Assistant Commissioner for Federal Programs and Administration, DECAL