

300-399: Over Capacity When Adding Children Not Claimed

Last Modified on 03/08/2019 11:25 am CST

This error is related to **Error 155** . These are specific capacity errors generated if the system adds back-in children who were not claimed, even though they should have been (based on their enrollment schedule).

This error may highlight those providers that are specifically under-claiming children to avoid over capacity problems. Normal capacity checks are always performed, and this check can be enabled so that it functions as a second pass of capacity checking. This error can be generated as a warning message or can be configured to disallow just the normal capacity checks.

This works as follows:

- In all cases, the system will only assume a child is present for meals when the child has already been actively claimed for at least one meal on that day.
- If daily in/out times for a child are present, they are examined and compared against the meal service times for each meal (or split-shift meal serving) based on the times used by the Claims Processor. The child must be in care for at least X number of minutes after the meal (or specific split-shift meal serving) starts or Y number of minutes before the meal ends to be assumed present (if not already marked). X and Y are both set to zero (0) minutes by default but can be configured on a per-meal basis, if needed.
- If daily in/out times aren't present for the child, the system will look at the child's enrollment for information (as found in the Child Information window).
 - This system first looks at the days for which the child is enrolled. If the Days Vary box (Child Information Schedule tab) is checked, the system does not assume the child is present.

- If there are specific drop-off and pick-up times for the child (while factoring in school depart/return times and/or weekend drop-off/pick-up times) that indicate the child should be present at a given meal based on the times used by the Claims Processor, the child is assumed present (while also accounting for minimum lengths of time needed before the meal ends and after the meal starts, as described above). If the Times Vary box is checked in the Child Information Schedule tab, the times in the child's file are ignored for this analysis.
- If no specific enrollment times are supplied, the system reverts to the child's approved meals. In the absence of time data on split-shift meals, the system always assumes the child should be at both servings. For single-serving meals, the system assumes the child is present if they are enrolled for that meal, claimed during the day, but not claimed at that meal. School-aged children are not assumed present while at school, even if enrolled for the given meal, if school is in session that day (assumed for weekdays and school-scheduled days, unless a calendar entry indicates school is out or the child is out of school sick).

Note: A child who was only marked for one serving of a split-shift meal, but whose times support both servings, is assumed present at the other serving if the above analysis warrants it.

- When comparing against meal times, the Claims Processor could use any of the following:
 - **Actual Times of Service Recorded in KidKare:** The provider enters meal service start times (for both servings in the case of split-shift meals), and the end times are computed automatically

- based on an assumed duration in minutes for each meal (which can be configured for each sponsor).
- **Actual Times of Service Recorded on Scannable In/Out Forms:** The provider records the meal service start time on the form, and the end time is computed based on the duration (or range) of the meal as supplied on the form. In the event of a split-shift meal, the system can either assume this same time for both shifts, or it can pull from the second serving meal time, as supplied in the Provider Information Meals tab.
 - **Meal Times from the Provider Information Meals Tab (or Split-Shift Serving):** The system could pull just the start time and assume an end time based on a default meal duration, or it could pull both start and end times from the provider's file (if the latter is enabled for your agency).
 - **Agency-Wide Times for All Claimers:** The system uses a set start and end time, regardless of provider. These same start and end times are applied to both servings in the event of a split-shift meal.

For those agencies who already assume the providers' own children will be at meals while checking capacity because of other licensing issues, those children are ignored while performing this edit check.
