

**[Sponsoring Organization Letterhead]**

**Notice of Termination and Disqualification - Imminent Threat to Health or Safety after  
sponsoring organization prevails in appeal**

VIA U.S. MAIL, & EMAIL

Date:

Provider Name

Provider Street Address

Provider City, State 00000

Email:

Dear [Provider]:

On [*date received*], you received a combined Notice of Serious Deficiency, Suspension, Proposed Termination and Disqualification. This letter concerns that Notice which suspended your participation in the Child and Adult Care Food Program (CACFP). In that Notice, [*name of sponsoring organization*] also proposed to terminate your CACFP agreement for cause and to disqualify you from further CACFP participation. These actions were based on the determination that you were operating under conditions that posed an imminent threat to the health and safety of Program participants [*if applicable, or the day care home had engaged in activities that threaten the public health or safety*].

You filed a timely appeal of the suspension and proposed termination and disqualification. On [date of appeal official 's decision], the Administrative Review Official issued a decision on all of the appeals. In that decision, the suspension and proposed actions were upheld.

**TERMINATION AND DISQUALIFICATION**

As a result of this decision, effective [*date*] the sponsoring organization is:

- Terminating your agreement to participate in the CACFP for cause and
- Disqualifying you from future CACFP participation.

As a result of your disqualification, your name will be placed on the National Disqualified List (NDL). While on the NDL, you will not be able to participate in the CACFP as a day care home provider. In addition, you will not be able to serve as a principal in any CACFP institution or facility.

You will remain on the NDL unless USDA's Food and Nutrition Service], in consultation with [name of State agency] determines that the serious deficiencies have been corrected or until seven years after your disqualification. However, if any debt relating to the serious deficiency has not been repaid, you will remain on the list until the debt has been repaid. These actions are being taken pursuant to 7 CFR 226.16(l).

## **SUMMARY**

[Name of sponsoring organization] is terminating your CACFP agreement for cause and disqualifying you. You may not appeal the termination for cause or the disqualification. Since your participation was suspended, you may only claim reimbursement for valid meals served up until [insert date of suspension]. You must submit a claim for these meals by [insert a date that will give the provider an appropriate length of time to submit these claims].

Sincerely,

Sponsoring Organization Employee Name & Title

cc: State Agency