



Child Management Associates

Phone: 801-566-1007

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West Jordan, UT 84088

Dear Providers,

December 14th was my final day at CMA. Thank you all for being so wonderful and kind to work with. I have really enjoyed my time at CMA. Have a very Happy New Year! -Chelsee

There is a new email that you will need to use to send paperwork. Chelsee's email is no longer active!

**The new email for the office is:
frontdesk@cmautah.net**

PLEASE USE THIS EMAIL!

REMINDERS

Closing Out:

- Please remember to close out if you are going to be gone from your home during a meal time.
- If you are going to be closed for an entire day, please make sure you are letting us know you are closing out! You can call the office, text the office text number, call or text your monitor or email the office to let us know.
- If you **DO NOT** let us know you are closing out and your monitor comes to your home to do a review, you will receive a **NOT HOME CORRECTIVE ACTION!**

Submitting Claims ON-TIME:

- Claims are due by the 5th business day of the month by 9:00 AM.
- Claims that are not submitted on-time will either be processed as is, or wait until the next submission date.

RENEWALS

Remember to be on the look out for your renewals that come in the mail. Turning these in on time will keep your claim from being put on hold.

- **Enrollment Renewal Last Names Starting With: G, H, L, U**
- **Income Eligibility Form**
- **License/Relative Cert**
- **CPR and 1st Aid**

CMA Annual Training 2024

CMA annual training will be **ALL IN PERSON** this year. All providers will be required to attend one of the training classes.

February 12 (Tongan) : Hunter Library 6:00 PM

February 13: Murray Library 6:00 PM


February 20: Murray Library 6:00 PM

February 28: West Valley Library 6:00 PM

March 6: Spanish Fork Library (Heritage Room) 6:00 PM

March 19: Cedar City Library (East Room) 6:00 PM

March 21: Sevier Valley Center @ Snow College in Richfield 6:00 PM

Use this QR Code to Sign up for a Training ! 



The trainings below will be in March and will be announced soon.

Ogden (English and Spanish) : TBA
Spanish Training at Office: TBA

Claim Due Dates

Please remember you have until the 5th business day at 9:00 AM turn your claim in on time.

| | | |
|-------|--------------|----------|
| Jan | Wed. Feb 7 | March 20 |
| Feb | Thurs. Mar 7 | April 20 |
| March | Fri. April 5 | May 20 |

Holiday Hours

The office will be closed on Jan. 1 and Jan 15.

This institution is an equal opportunity provider

HAPPY new year 2024

Materials:

- Aluminum Foil
- Silver Twine
- White Glue
- Blue Bio Glitter
- White Glue
- Paint Brush



Directions

1. Start by cutting or tearing a piece of aluminum foil a few centimeters longer than you want the icicle to be.
2. Next tear off the bottom corners to make the bottom into a triangle.
3. With the aluminum foil shiny side down, fold over the top few centimeters of the flat edge.
4. Cut a section of silver twine and tie it into a loop and glue it onto one end of the folded aluminum foil so it sticks out of the top.
5. Loosely roll the aluminum foil up widthwise, starting at the end with the hanging thread attached.
6. Once the foil is in a roll, gently squeeze it together to make the shape of the icicle.
7. Once you are happy with the shape, use the paint brush to dab glue all over the outside of the icicle.
8. Sprinkle to glitter on the glue and shake off any extra, loose glitter and let them dry.
9. Once they have finished drying, you can hang up your icicles for a fun winter decoration.



Sensational Snowman Snack Ideas

Snowmen Pizzas



Materials: Whole Wheat English Muffins, Pizza Sauce, Mozzarella Cheese, Pizza Toppings (Black Olives, Orange and Red Peppers, Any Other Toppings), Breadsticks

Preheat the oven to 350 Degrees. Break open the whole wheat English muffins and put the two halves on top of each other. Spread the pizza sauce on the English muffins. Sprinkle the cheese on the sauce. Now add the toppings to make the snowman. Add black olives for the eyes, mouth and buttons. Add a triangle piece of orange pepper for the nose and a couple of cute pieces of red pepper for a scarf. Add two small pieces of breadsticks for the arms. Bake in the oven for 15 min or until the cheese is melted. Enjoy this fun winter meal!

Pretzel Snowmen



Materials: Pretzel Rings, Cream Cheese, Raisins, Carrots, Black Food Coloring and Fruit Leather

Lay two pretzel rings flat touching each other. Fill in each ring with the cream cheese. Fill in the seam where the pretzels are touching with cream cheese to hold them together. Add 2 raisins for the eyes in the top ring and 3 raisins for the buttons in the bottom ring. Cut a small piece of carrot for the nose and put in the top ring under the eyes. Use black food coloring to make a smile under the carrot piece. Cut the fruit leather into 1/4 strips. Wrap around the middle of the two pretzels to make the scarf. Enjoy this cute snowman snack!