

Infant Meal Notification Letter

To: Parents and guardians of infants under one year of age

From: Center: _____

Topic: Infant Meals

All children enrolled in this childcare center, including infants, are eligible for meals through the U.S. Department of Agriculture (USDA) Child and Adult Care Food Program (CACFP). Childcare centers who participate in this program are reimbursed by USDA to help with the cost of serving nutritious meals that meet CACFP guidelines to all enrolled children. To fully meet CACFP requirements, this center is required to provide formula and other required infant foods (iron-fortified infant cereal, grains, fruits, vegetables and meat/meat alternates) to enrolled infants.

The iron-fortified infant formula this center offers is: _____

You may choose to bring your own iron-fortified infant formula, provide expressed breastmilk or breastfeed on-site. The center will introduce semi-solid foods to your infant according to the decisions made by you and your infant's doctor. When your infant is developmentally ready to consume solid foods and you choose to supply expressed breastmilk or a creditable infant formula or breastfeed onsite, then the center must provide all the other required meal/snack components. Alternatively, you may choose to provide a solid food component when your infant is developmentally ready to consume solid foods. In this situation the center must supply all the other required meal/snack components, including the iron-fortified formula.

Please Check Your Preferences:

Formula or Breastmilk: (check one)

- I want the center to supply formula for my infant.
- I will provide the following formula for my infant: _____

Note: I understand that I will need to submit a [Special Diet Statement](#) if my infant needs a low-iron infant formula or other Food and Drug Administration (FDA) exempt formula.

- I will provide breastmilk for my infant.
- I will breastfeed my infant at the center, when able.

Solid Food: (check one)

- I want the center to supply solid food for my infant when he/she is developmentally ready.
- When my child is developmentally ready, I will provide one (1) food component, if I am not supplying breastmilk or infant formula.

Infant's name: _____ Birthdate: _____

Parent/Guardian signature: _____ Date: _____

Nondiscrimination Statement

In accordance with federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, this institution is prohibited from discriminating on the basis of race, color, national origin, sex (including gender identity and sexual orientation), disability, age, or reprisal or retaliation for prior civil rights activity.

Program information may be made available in languages other than English. Persons with disabilities who require alternative means of communication to obtain program information (e.g., Braille, large print, audiotape, American Sign Language), should contact the responsible state or local agency that administers the program or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339.

To file a program discrimination complaint, a Complainant should complete a Form AD-3027, USDA Program Discrimination Complaint Form which can be obtained online at: <https://www.usda.gov/sites/default/files/documents/USDA-OASCR%20P-Complaint-Form-0508-0002-508-11-28-17Fax2Mail.pdf>, from any USDA office, by calling (866) 632-9992, or by writing a letter addressed to USDA. The letter must contain the complainant's name, address, telephone number, and a written description of the alleged discriminatory action in sufficient detail to inform the Assistant Secretary for Civil Rights (ASCR) about the nature and date of an alleged civil rights violation. The completed AD-3027 form or letter must be submitted to USDA by:

1. mail: U.S. Department of Agriculture
Office of the Assistant Secretary for Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410;
2. fax: (202) 690-7442; or
3. email: program.intake@usda.gov.

This institution is an equal opportunity provider.



Infant Meal Pattern

Meal	Birth through 5 months	6 through 11 months
Breakfast, Lunch, Supper	4-6 fluid oz breastmilk ¹ or iron-fortified infant formula	6-8 fluid oz breastmilk ¹ or iron-fortified infant formula AND ² <ul style="list-style-type: none"> • 0-4 tbsp iron-fortified infant cereal, meat, fish, poultry, whole egg, cooked dry beans, cooked dry peas OR • 0-2 oz cheese OR • 0-1/2 cup cottage cheese OR • 0-4 oz (volume) or 0-1/2 cup yogurt³ OR • A combination of the above AND ² <ul style="list-style-type: none"> • 0-2 tbsp vegetable or fruit or a combination of both⁴
Snack	4-6 fluid oz breastmilk ¹ or iron-fortified infant formula	2-4 fluid oz breastmilk ¹ or iron-fortified infant formula AND ² <ul style="list-style-type: none"> • 0-1/2 oz eq bread⁵ OR • 0-2 crackers⁵ OR • 0-4 tbsp iron-fortified infant cereal⁵ OR • 0-4 tbsp ready-to-eat breakfast cereal^{5,6} AND ² <ul style="list-style-type: none"> • 0-2 tbsp vegetable or fruit or a combination of both⁴

¹Breastfeeding on site is creditable as part of a reimbursable meal or snack.
²Foods from the following components are required when developmentally ready.
³Yogurt must contain no more than 23 grams of sugar per 6 ounces.
⁴Juice is not creditable for infants.
⁵A serving of grains must be whole grain-rich, enriched meal, or enriched flour.
⁶Breakfast cereals must contain no more than 6 grams of sugar per dry ounce.

Effective 10/1/2019

Guidelines for Infant Meals

Definition of Infant: Any child less than 12 months of age.

Definition of Iron-fortified Infant Formula: The Food and Drug Administration (FDA) defines iron-fortified infant formula as a product “which contains one milligram or more of iron in a quantity of product that supplies 100 kilocalories when prepared in accordance with labeled directions for infant consumption.” A medical statement is required in order for a center to serve/claim an infant formula that does not meet this definition.

Definition of an FDA exempt Infant Formula: An exempt infant formula is an infant formula labeled for use by infants who have inborn errors of metabolism or low birth weight, or who otherwise have unusual medical or dietary problems, as defined in 21 CFR 107.3. The FDA website has a list of [Exempt Infant Formulas](#).

Definition of Enrolled Child: A child whose parent or guardian has submitted to a center a signed document that indicates that the child is enrolled for childcare. All infants and children who are considered enrolled in a childcare center must be included in the total number of enrolled children, whether or not their meals are being claimed for reimbursement.

Obligation to Provide Infant Meals: All centers participating in the CACFP, and licensed to care for infants, must supply the majority of infant foods required by the Infant Meal Pattern including at least one iron-fortified infant formula that meets the definition of infant formula. Centers are strongly encouraged to select an infant formula that satisfies the needs of one or more of the infants in their care.

Breastfed Infants: Infant meals or snacks with human breastmilk (expressed or by the mother breastfeeding onsite), are reimbursable in the CACFP. The American Academy of Pediatrics recommends an optimal storage time of no more than 72 hours for refrigerated expressed breastmilk. Bottles of expressed breastmilk must be stored in a refrigerator kept at 39 degrees Fahrenheit.

Parent Providing Infant Formula/Breast milk: The decision regarding which infant formula to feed an infant is one for the infant’s doctor and parents/guardian to make together. Therefore, parents or guardians may elect to decline the center’s infant formula and supply their own formula or breastmilk, or breastfeed onsite.

Parent Decline Form—Infant Meal Notification Letter: Centers must inform parents that an iron-fortified infant formula, including the specific name of the formula, iron-fortified infant cereal, and other semi-solid foods listed under the CACFP Infant Meal Pattern are provided by their sponsorship. Parents/Guardians who choose to provide their own formula, breastmilk, and/or other foods must complete the Infant Meal Notification Letter. This documentation must be kept on file.

Parent Provided Food: Parents or guardians may choose to provide one of the meal components in the infant meal pattern, as long as this is in compliance with local health codes. When an infant is developmentally ready to consume solid foods and the parent or guardian chooses to supply expressed breastmilk or a creditable infant formula or breastfeed on site, the center must provide all the other required meal/snack components for the meal to be reimbursable. Alternatively, a parent or guardian may choose to provide a solid food component when the infant is developmentally ready to consume solid foods. In this situation, the center must supply all the other required meal/snack components, including iron-fortified infant formula.