

## Organization Name

### Medical Statement to Request Special Meals and/or Accommodations

Federal law and USDA regulation require Child Nutrition Programs to make reasonable modifications to accommodate children with disabilities. Under the law, a disability is an impairment which substantially limits a major life activity or bodily function, which can include allergies and digestive conditions, but does not include personal dietary preferences.

<b>Site/Provider Name:</b> _____	<b>Submit this form to:</b> _____
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#### Part I To be completed by Parent/Guardian, Adult Participant, or Organization Name

Name of Participant: _____
Parent/Guardian Name: _____ Phone #: _____

#### Part II To be completed *only* by a State licensed health care professional who is authorized to write medical prescriptions under State law\*. Complete questions 1-3.

1. <b>Describe</b> the major life activity or major bodily function(s) affected by the participant's physical or mental impairment that restricts the diet: _____ _____
2. <b>Meal Accommodation Plan (Foods to omit or avoid):</b> _____ _____
3. <b>Foods to be substituted and recommended alternatives (include modification and accommodation):</b> _____ _____
Signature of State Licensed Health Care Professional:  _____
_____ Printed Name      _____ Signature      _____ Date

#### Part III Organization Name Use Only

Accommodation(s) Made: _____
Sponsor Signature: _____ Date: _____

### Instructions for completing the Meal Preference Request Form:

1. **Organization Name:** Include the name of the Sponsoring Organization that is providing the form
2. **Site/Provider Name:** Print the name of the site where meals will be served (e.g., ABC School, XYZ Child Care Center)
3. **Submit this form to:** Include the name and contact information for the organization staff who will be collecting the completed form
4. **Part I:** This section can be completed by the **Parent/Guardian, Adult Participant, or Organization**
  - a. **Name of Participant:** Print the first and last name of the child or adult participant
  - b. **Parent/Guardian Name:** Print the first and last name(s) of the parent or guardian. This is not required for adult participants.
  - c. **Phone #:** Include a number for the parent/guardian in case of questions
5. **Part II:** This section must be completed by a **State licensed health care professional\*:**
  - a. In section 1 – **Describe:** The major life activity or major bodily function affected by the participant's physical or mental impairment that restricts the diet.
  - b. In section 2 – **Meal Accomodation Plan:** Provide any foods to omit or avoid.
  - c. In section 3 – **Foods to be substituted and recommended alternatives:** Provide the modification and accommodation.
6. **Part III:** This section must be completed by the Sponsoring Organization after Parts I and II are completed.
  - a. **Accommodations Made:** The Sponsoring Organization staff will indicate what accommodations will be made for the requests made in Part II.
  - b. **Sponsor Signature and Date:** The Sponsoring Organization staff will sign and date the form. This form will be considered incomplete if this section is not filled in.

This form is only for participants requiring a medical meal accommodation and should be filled out by a licensed medical professional\*. Participants requesting a Non-Medical Meal Accommodation and/or a Milk Substitution will use the Meal Preference Request Form.

**\*State License Health Care Professions** include: Medical Doctors of Medicine (MD); Doctors of Osteopathy (DO); Doctors of Naturopathy (ND); Physician's Assistant (PA); Certified nurse practitioner or clinical nurse specialist; Doctor of Dental Medicine (DMD); Doctor of Dental Surgery (DDS); Doctor of Optometry (OD).