

January 08, 2015

County Foods Service Directors
RCCI and Private School Sponsors
CACFP Sponsors and Institutions
FDCH Sponsors
SFSP Sponsors

Special Dietary Needs Physician's Medical Statement

The West Virginia Department of Education recommends that sponsors of child nutrition programs accommodate participants with special dietary needs. A special diet is any change to the regular menu. It is important that public and private schools, child and adult care centers, residential child care institutions, family day care homes and summer food programs provide special diets as prescribed by the appropriate recognized medical authority. It is important to communicate with the medical authority to ensure appropriate restrictions are followed. A team should be created to effectively communicate the needs of each participant requiring a special diet at the site level. The team should include all involved parties such as program sponsor or designee, director, principal, nurse, aide, parent, child, food service staff, registered dietitian, etc. The parent or guardian and the participant should always be included as a member of the team. The team members should be notified of any changes as prescribed by the licensed physician or recognized medical authority. It is recommended that those receiving the medical statement inform the appropriate personnel to ensure that they are aware of and understand their role and responsibilities.

Enclosed you will find the medical statement, the parent letter, the letter to the physician, Release of Information Statement and Children with Disabilities and Special Dietary Needs Definitions.

If you have further questions, please contact Celeste Peggs, MS, RD, LD at 304-558-3396 or e-mail crpeggs@k12.wv.us.

Sincerely,



Richard J. Goff, Executive Director
Office of Child Nutrition
West Virginia Department of Education

Enclosures
RJG:CP:twp