



Nancy S. Grasmick
State Superintendent of Schools

200 West Baltimore Street • Baltimore, MD 21201 • 410-767-0100-410-333-6442 TTY/TDD

MEMORANDUM

TO: Child and Adult Care Food Program Institutions
CACFP Centers Memo #22-09

DATE: August 18, 2009

SUBJECT: Implementing Nutrition Guidelines in the Child and Adult Care Food Program

This purpose of this memorandum is to introduce the Maryland State Department of Education's (MSDE) Nutrition Guidelines for use in the Child and Adult Care Food Program (CACFP). **The nutrition guidelines represent the ideal nutrition practices and are endorsed by MSDE.**

We highly encourage you to read the guidelines carefully, determine which guidelines your program already practices, implement guidelines that you do not currently practice, and consider the suggestions for how to utilize the document in your program. By sharing this information with the families of participants in your care and with the general public, they will gain a deeper understanding of the outstanding efforts you take each day to serve healthy, high quality, and safe meals and snacks.

We presented a draft of the guidelines at the May 2009 Administrative Meetings, solicited feedback for additional guidelines and assessed their appropriateness for the participants you serve. Staff reviewed the suggestions and made changes which resulted in three versions of the form - one specific to Adult Day Care (ADC) and two specific to Child Care Center's (CCC): one for centers that are licensed to care for infants and one for centers without infants.

Suggestion on How to Use the Nutrition Guidelines:

1. Open the appropriate document for your Institution:
 - a) Child Care Center (CCC) Nutrition Guidelines - **With** Infants
 - b) Child Care Center (CCC) Nutrition Guidelines - **Without** Infants
 - c) Adult Day Care Center (ADC) Nutrition Guidelines
2. Type the name of your Institution into the fillable form at both the top and bottom of the document.
3. For each nutrition guideline that your Institution adheres to (or recently adopted as a result of reading these guidelines), check the corresponding box.
4. Print the document – preferably on a color copier.
5. Sign the document.
6. Frame or laminate the guidelines and hang it in a prominent place within your center such as near the license or on a bulletin board.

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7. Distribute color copies for each family to take home and read – perhaps with the distribution of Meal Benefit Applications or enrollment forms.
8. Announce the adoption of the MSDE Nutrition Guidelines in your next newsletter, mailing, or during family meetings.

Our office is committed to providing you with ideas, encouragement, and the tools that you need to successfully implement these nutrition guidelines. If you need additional information, please call 410-767-0214 and ask to speak with an available Program Specialist.

Sincerely,



Robin Ziegler, Chief
School and Community Nutrition Programs Branch

RZ:kd

c: Program Specialists
Carol Fettweis