

	MISSOURI DEPARTMENT OF HEALTH AND SENIOR SERVICES CHILD AND ADULT CARE FOOD PROGRAM	ISSUED	REVISED	CHAPTER	SECTION
	CHILD CARE CENTERS POLICY & PROCEDURE MANUAL	12/03	3/05	6	6.18
CHAPTER Chapter 5. Requirements of Management – SO’s		SUBJECT Claiming Infants			

Sponsoring Organizations of child care centers participating in CACFP must offer program meals to all eligible children enrolled for care in their facilities. Enrolled infants under 12 months old must have access to CACFP meals. CACFP meal requirements are defined on the *Infant Food Chart*. When an infant is in care during the meal service period, the center must offer the infant a meal that meets program requirements. A sponsor may not avoid this obligation by stating that the infants are not “enrolled” in CACFP, or by citing some logistical or cost barrier to offering an infant meal. Decisions on offering Program meals must be based on whether the child is enrolled for care, not whether the child is enrolled for CACFP. Section 226.2 of the CACFP regulations defines an enrolled child as “a child whose parent or guardian has submitted to an institution a signed document which indicates that the child is enrolled for child care.”

Infants must be recorded on the attendance records, meal count records, and claim forms the same as other enrolled children. Reimbursement rates for infants are the same as for older children. In addition to the standard recordkeeping, an individual infant meal record must be kept for each infant in care. Use the appropriate meal record based on the age of the infant – 0 through 3 months, 4 through 7 months, or 8 through 11 months. It is not necessary to document the actual amounts consumed by infants 4-11 months old. It is assumed that the required amounts are offered.

Infant meals claimed may not exceed 2 meals and 1 snack or 1 meal and 2 snacks per day, regardless of the number of times the infant eats.

The *Infant Feeding Preference* form and *Infant Food Chart* should be given to parents of infants when they enroll. The preference form must be signed by a parent or guardian and kept on file for all infants enrolled at the center. The purpose of this form is to determine if the infant’s meals can be claimed for reimbursement.

Infant meals can be claimed in these situations:

- Parents provide expressed breastmilk and the child care facility provides all other required meal components as appropriate for age according to the *Infant Food Chart*. Breastmilk must be served to infants by child care staff. Meals containing only breastmilk may be claimed for infants from birth through 7 months of age.
- Parents accept the CACFP approved infant formula provided by the child care facility and the child care facility provides all other required food components as appropriate for age according to the *Infant Food Chart*.
- Parents provide a CACFP approved infant formula and the child care facility provides all other required meal components as appropriate for age according to the *Infant Food Chart*. Infant meals may be claimed for infants birth through 7 months of age if the parent declines the formula offered by the center and provides a CACFP approved formula from home and the child care facility feeds the infant the formula.

The center may provide other required meal components, based on the readiness of the infant to eat solid foods.

- Mother comes to the facility to breastfeed her infant and the facility provides all other meal components.

Infant meals **cannot** be claimed in these situations:

- Mother comes to the facility to breastfeed her infant and no other food components are served. While this feeding practice is desirable, the meal cannot be claimed for CACFP because the facility is not providing the service of feeding the infant.
- Parents do not accept the foods offered by the facility. They bring food from home for their infant.
- Whole milk is served in place of breastmilk or infant formula.

See section 7.2 for more information on infant feeding.

Reference: 7CFR226.20(b)