Special Diet Statement

Institutions or organizations who sponsor and operate a federally-funded Child Nutrition Program must make accommodations to meals and/or snacks on a case-by-case basis for participants who are considered to have a disability that restricts their diet: School Nutrition Program – 7 CFR 210.10(m), Child and Adult Care Food Program – 7 CFR 226.20 (g), Summer Food Service Program – 7 CFR 225.16(f)(4). According to the ADA Amendments Act, most physical and mental impairments that substantially limit or affect one or more major life activities or bodily functions will constitute a disability.

Sponsors are not required to accommodate special dietary requests that do not constitute a disability, including requests related to religious or moral convictions or personal preference. If these requests are accommodated, sponsors must ensure that all USDA meal pattern and nutrient requirements are met.

This form must be completed by a licensed physician, physician assistant, or an advanced practice registered nurse, such as a certified nurse practitioner. Updates to this form are required only when a participant’s needs change.

Note to Districts/Schools: Parents/Guardians may provide a written request for lactose-reduced milk without a physician’s signature.

Submit this completed special diet statement to: ____________________________________________________________

Participant Information

Participant’s Name: ___________________________________________ Last/First/Middle Initial

Today’s Date: ____________________________

Name of School/Center/Site Attended: ______________________________ Date of Birth: ____________________________

Parent/Guardian Name: ________________________________

Home Phone Number: ______________________________ Work Phone Number: ______________________________

Required Information: Dietary Accommodation

1. State the allergen or food to be avoided: ____________________________________________________________

2. Brief explanation of how exposure to this food affects the participant: ________________________________

3. List specific foods to be omitted and substituted, as appropriate. Attach additional instructions as needed.

<table>
<thead>
<tr>
<th>Foods to be Omitted</th>
<th>Foods to be Substituted</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Additional Information

☐ Texture Modification: ☐ Pureed ☐ Ground ☐ Bite-Sized Pieces ☐ Other: ________________________________

☐ Tube Feeding Form: ______________________________

Administering Instructions: ______________________________

Oral Feeding: ☐ No ☐ Yes If yes, specify foods: ______________________________

☐ Other Dietary Modification Or Additional Instructions (describe): ______________________________
**Signature**

Licensed physician, physician assistant, or advanced practice registered nurse such as a certified nurse practitioner must sign and retain a copy of this document.

Prescribing Authority Credentials (print): ___________________________ Date: __________

Signature: ___________________________________________ Clinic/Hospital: ___________________________

Phone Number: ___________________________ Fax Number: ___________________________

**Voluntary Authorization**

Note to Parent(s)/Guardian(s)/Participant: You may authorize the director of the school/center/site to clarify this Special Diet Statement with the physician by signing the following Voluntary Authorization section:

In accordance with the provisions of the Health Insurance Portability and Accountability Act (HIPPA) of 1996 and the Family Educational Rights and Privacy Act I hereby authorize _________________________________ (prescribing/medical authority name) to release such protected health information as is necessary for the specific purpose of Special Diet information to ______________________________ (program name) and I consent to allow the physician/medical authority to freely exchange the information listed on this form and in their records concerning me, with the program as necessary. I understand that I may refuse to sign this authorization without impact on the eligibility of my request for a special diet for me. I understand that permission to release this information may be rescinded at any time except when the information has already been released. Optional: My permission to release this information will expire on _________________ (date). This information is to be released for the specific purpose of Special Diet information. The undersigned certifies that he/she is the parent, guardian, or authorized representative of the participant listed on this document and has the legal authority to sign on behalf of that participant.

Parent/Guardian: ___________________________________________ Date: __________

OR Participant’s Signature (Adult Day Care): ___________________________________________

**Non-Discrimination**

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; or

2. fax: (833) 256-1665 or (202) 690-7442; or

3. email: program.intake@usda.gov

This institution is an equal opportunity provider.