



STATE OF CONNECTICUT
DEPARTMENT OF EDUCATION



TO: Child and Adult Care Food Program (CACFP) Adult Day Care Centers

FROM: John Frassinelli, Chief
Bureau of Health/Nutrition, Family Services and Adult Education

DATE: July 26, 2016

SUBJECT: Operational Memorandum No. 6A-16
Revised Guide for Meal Pattern Requirements for CACFP Adult Day Care Centers

The Connecticut State Department of Education (CSDE) recently updated its guide on meal pattern requirements for adult participants in the CACFP. *Meal Pattern Requirements for CACFP Adult Day Care Centers* provides important information to help CACFP adult day care centers comply with the U.S. Department of Agriculture (USDA) meal pattern requirements for adult participants in the CACFP. This guide is part of the CSDE's [Nutrition Policies and Guidance for CACFP Adult Day Care Centers](#).

The revised guide is dated July 2016, and replaces the previous version dated September 2011. Please discard any old versions.

Meal Pattern Requirements for CACFP Adult Day Care Centers is available in the [Meal Pattern](#) section of the CSDE's Nutrition Policies and Guidance for CACFP Adult Day Care Centers page. The direct link to the PDF is www.sde.ct.gov/sde/lib/sde/pdf/deps/nutrition/cacfp/adults/AdultNPGmp.pdf.

The handouts below are also updated, and are available in the [Meal Pattern](#) section of the CSDE's Nutrition Policies and Guidance for CACFP Adult Day Care Centers Web page. Please discard any old versions, and replace with the updated versions dated July 2016.

- CACFP Meal Pattern for Adults
- Menu Forms
 - 1 – Breakfast, Lunch and Snack (AM or PM)
 - 2 – AM Snack, Lunch and PM Snack
 - 3 – Lunch and Snack (AM or PM)

In addition, the following new sample production records are available in the [Meal Pattern](#) section of the CSDE's Nutrition Policies and Guidance for the CACFP Web page:

- Production Records
 - 1 – Any Meal
 - 2 – Breakfast, Lunch and Snack (AM or PM)
 - 3 – AM Snack, Lunch and PM Snack
 - 4 – Lunch and Snack

Production records are not required in CACFP adult day care centers. However, the USDA regulations require that CACFP facilities must document compliance with the CACFP meal pattern, and maintain records of food purchases. Using a production record enables CACFP facilities to provide the appropriate documentation for daily meals and snacks.

Questions may be directed to the CSDE's CACFP staff.

- Susan Boyle at 860-807-2074
- Celia Cordero at 860-807-2076
- Benedict Onye at 860-807-2080

JF:sff

Important: This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain in a binder for future reference. All CSDE operational memoranda are posted on the CSDE's [Operational Memoranda for the CACFP](#) Web page.