

August 18, 2016

Dear Parent or Guardian of Persons Requiring Special Diets:

The West Virginia Department of Education requires a completed medical statement to be submitted to the sponsoring agency for any child requiring a special diet. Sponsors of Child Nutrition Programs are committed to providing meals that meet the nutrition needs of those children whom they serve, including individuals having disabilities requiring special diets. In order to modify meals to meet such needs, federal regulations require that sponsors have on file a medical statement signed by a licensed physician (MD, DO). This statement helps to ensure that the physician's orders are clearly communicated and carried out by the program sponsor. The parent/guardian's signature must also be on the medical statement. In addition, the parent/guardian may sign a Release of Information Statement that would give medical authorities the permission to release information about your child's special diet. Please read and sign the Release of Information Statement on the back of this letter. Definitions of disability and other special dietary needs are listed on the back of the medical statement form.

Program sponsors may also provide modified meals to non-disabled individuals whose medical conditions require special diets. Substitutions to the regular diet may be provided on a case-by-case basis. For non-disabled children, the required medical statement may be signed by a physician or other recognized medical authority. These authorities include medical doctor (MD), doctor of osteopathic medicine (DO), nurse practitioner (CRNP) or physician's assistant (PA).

Enclosed you will find the medical statement, the letter to the physician, Release of Information Statement, and Children with Disabilities and Special Dietary Needs Definitions. You may also obtain a copy of these forms, by contacting the sponsoring agency. If you need additional guidance, please contact Celeste Peggs, MS, RD, LD, Coordinator, at the Office of Child Nutrition at 304-558-3396 or crpeggs@k12.wv.us.

Sincerely,



Amanda Harrison, Executive Director
Office of Child Nutrition
West Virginia Department of Education

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