

Meal Record for the Infant-Instructions/ Child and Adult Care Food Program/CACFP

Food and Nutrition Division



The Meal Record for the Infant is used to record foods actually served to an infant under one year old. These instructions apply to the Meal Record for Infants Template form or an infant menu record developed by the institution. Institutions must provide infant formula and food to all infants in their care **unless** a “Formula offered Form” is on file from the parent/guardian declining the food and/or formula provided by the center.

Beginning October 1, 2017, parents/guardians may only supply one food item (such as breast milk or iron fortified infant formula, or a solid food). The center must provide all other meal components, as developmentally appropriate, for the meal/snack to be reimbursable

There are two infant meal pattern requirements for introducing solid foods to infants at age 6 months or after based on the most recent American Academy of Pediatrics (AAP) recommendations. The infant meal record for infant’s ages 0 through 5 months of age requires only breast milk and/or iron-fortified infant formula. The meal record for infants 6 through 11 months of age requires meal components to be served as developmentally appropriate. Please refer to the USDA Infant Meal Pattern for additional information on the Infant Meal Pattern.

Institutions may use a separate meal record form for each infant or group similar age infants on one infant meal record form.

Meal Record for the Infant - Instructions:

Examples: Instead of...

Infant cereal
Fruit

List...

Infant barley cereal, infant oatmeal.
applesauce, peaches, pears

1. Follow the age appropriate CACFP meal pattern when the infant is around six months and on the day of infant turns one year of age.
2. Around six months all components must be served when the infant is developmentally ready. See The Developmental Readiness for solids in the CACFP Menu Checklist for Infant Meal Pattern.
3. Before or during the meal, record any substitutions on the infant meal record. Remember, the menu is a record of the food actually served.
4. Amounts of expressed breast milk, iron fortified infant formula and foods served do not have to be recorded on the infant meal record.
5. Infant meals may be claimed when a mother directly breastfeeds her child at the center or family day care home. Note on the meal record form mother breast fed on-site. Use “BF” to indicate infant was breastfed on-site. You do not have to include amount of breast milk served when mother breastfeeds on-site.

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6. Review the infant menus to be sure meals and snacks meet meal pattern requirements. If requirements are not met, the meal/snack is not reimbursable. Claim only those meals and snacks approved on the CACFP application.
7. NDA Medical Statement must be on file for food/beverage substitutions that do not meet the infant meal pattern.
8. Infants are to be fed "on demand." Infants should be given the required amounts, and should be offered the entire serving at different intervals. The amount and type of formula, breastmilk, and solids must be recorded on the infant meal record for a reimbursable meal.

Reminder: A Meal Record for the Infant form must be kept for each child under 12 months of age.