

Family Child Care Licensing Manual

(November 2016)

for use with

COMAR 13A.15 Family Child Care
(as amended effective 7/20/15)

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.01 Nutrition and Food Served.

- A. **Food and beverages that are furnished by a provider for meals or snacks, or both, shall comply with the guidelines of the Child and Adult Care Food Program of the U.S. Department of Agriculture, as indicated on a chart supplied by the office.**

INTENT: Each child in care needs adequate nutrition for proper growth and development. To help ensure that this occurs, all meals and snacks furnished by the Provider must meet specified nutritional guidelines for the child's age.

INSPECTION REPORT ITEM: "Nutrition and Food Served"

COMPLIANCE CRITERIA: Each meal and snack furnished by the Provider to a child meets the guidelines of the Child and Adult Care Food Program (CACFP) for the child's age.

ASSESSMENT METHOD:

- *Observe the items and amounts served at mealtime or snack time to determine if they meet CACFP guidelines.*
- *If observation is not possible, review the facility's current menu and interview the Provider to determine the contents of meals and snacks served.*

***Note:** Refer to the "USDA/CACFP Child Care Meal Pattern Guidelines", for meal and snack portion sizes of various food groups recommended by the CACFP for various age groups.*

- B. **For children in care, the provider shall furnish:**
(1) All beverages, including beverages for meals and snacks; and
(2) Milk with all meals.
- C. **A beverage furnished by the provider may not contain an added sweetener or caffeine, except for:**
(1) Infant formula; or
(2) A beverage prescribed for a child by a health care provider.

***Note:** This regulation "C" does not apply to beverages supplied by parents.*

- D. **If the child is:**
(1) Younger than 2 years old, milk furnished to the child shall be supplied or approved by the child's parent; or
(2) 2 years old or older, milk furnished to the child by the provider shall be 1% fat milk or nonfat milk, unless otherwise ordered by a health care provider or requested by the child's parent.

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- E. **The provider may arrange with the child’s parent to furnish milk of a type that is different from the milk ordinarily furnished by the provider.**
- F. **Except during approved hours of overnight care, a provider shall serve meals and snacks at intervals of not more than 3 hours according to the following schedule:**

If a child is at providers home for:	The child shall receive at least:
Less than 4 consecutive hours	1 snack
4 to 7 consecutive hours	1 meal and 1 snack
7 to 11 consecutive hours	1 meal and 2 snacks or 2 meals and 1 snack
11 to 14 consecutive hours	2 meals and 2 snacks or 3 meals and 1 snack

***INTENT:** Growing children burn a lot of energy, so their energy levels must constantly be restored through frequent meals and snacks.*

***INSPECTION REPORT ITEM:** "Nutrition and Food Served"*

***COMPLIANCE CRITERIA:** Each child receives the appropriate number of meal(s) and/or snack(s) based on the length of a child’s daily attendance.*

***ASSESSMENT METHOD:** Review child attendance records to determine how long children are in care daily, and cross-reference those records with the Provider’s meal/snack schedule to determine if children are getting the appropriate number of meals and/or snacks.*

- G. **If a provider chooses not to provide meals, the provider shall make arrangements with the parent of each child to provide food for meals.**

***INTENT:** While a child is in attendance, the Provider is responsible for the child’s appropriate nutrition. Part of this responsibility is making sure that the child receives foods that meet USDA/CACFP (United States Department of Agriculture/Child and Adult Care Food Program) guidelines. This responsibility is met by either providing the foods that meet the USDA/CACFP guidelines, or encouraging the parent to provide those meals.*

***INSPECTION REPORT ITEM:** "Nutrition and Food Served"*

***COMPLIANCE CRITERIA:** For each child, meals are provided by either the Provider or the parent.*

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ASSESSMENT METHOD: *If the facility does not provide meals:*

- *Interview Provider to determine if and how children are fed while in attendance, and*
- *If available, review Provider contracts or service agreements with parents to determine if arrangements have been made for parents to provide meals.*

.02 Food Storage and Cleanliness.

The provider or substitute shall:

- A. **Transport, store, prepare, display, and serve food in a safe, sanitary, and healthful manner;**

INTENT: *Food items must be protected from spoilage and contamination at all times.*

INSPECTION REPORT ITEM: *“Food Storage and Cleanliness”*

COMPLIANCE CRITERIA: *Child care food items are stored, prepared, and handled in a way that prevents them from spoilage and contamination.*

ASSESSMENT METHOD: *Observation of where and how food is stored, prepared, and handled.*

Notes:

- *If child care food is stored among the family's food, then all areas of food storage will be inspected. If the child care food is stored separately, and the area is labeled, then only that area should be inspected.*
- *Food should not be stored under kitchen or bathroom drain lines.*
- *Animals are restricted from food storage areas and from food preparation/service surfaces.*
- *Dry foods, such as sugar, flour, cereals, and crackers, must be stored in a manner that ensures that they are protected from insects and rodents. If the original package cannot be resealed tightly once it has been opened, the contents must be transferred to a food storage container or plastic food storage bag that can be tightly closed. The container or bag must then be labeled as to contents. As an alternative, the opened original package itself may be placed into a food storage container or bag that can be tightly closed.*
- *Reusable food storage containers must be easy to clean and sanitize.*

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- *Plastic food storage bags may not be re-used and should be discarded after they are empty.*

B. Refrigerate perishable foods such as meat, milk, and dairy products at or below 40°F; and

INTENT: Food items must be maintained at safe temperatures to prevent growth of disease-producing organisms.

INSPECTION REPORT ITEMS: *“Food Storage and Cleanliness”*

INSPECTION CRITERIA:

- *When not in use, all perishable foods are refrigerated, and*
- *The refrigerator’s temperature is at or below 40° F.*

ASSESSMENT METHOD: *Observation to determine:*

- *Where perishable items are stored, and*
- *Refrigerator temperature.*

Notes:

- *Food items stored in the refrigerator must be covered or contained to protect them from contamination.*
- *If the Provider’s refrigerator does not contain a thermometer, it is recommended that the Provider obtains one to monitor refrigerator temperatures. Some local health departments require thermometers to be present in refrigerators.*
- *If the Provider’s refrigerator does not have a thermometer, the Licensing Specialist will use his/her own thermometer to check the temperature.*
- *Food brought from a child’s home and stored at the family child care home must be checked daily to determine if it is still edible.*

C. As soon as a child has finished eating, discard any remaining food that has come into contact with:

- (1) **The child's mouth; or**
- (2) **A utensil used by the child for eating.**

INTENT: Leftover food that may have been contaminated by saliva must be discarded.

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INSPECTION REPORT ITEM: “*Food Storage and Cleanliness*”

COMPLIANCE CRITERIA: *Partially eaten food is thrown away.*

ASSESSMENT METHOD:

- *Observation of meals/snacks to determine what happens to partially eaten food.*
- *If observation is not possible, discussion to determine what happens to partially eaten food.*