

Dietary Modification Decision-making Flowchart

School is notified of a student with a potential need for a modified diet.

Notification must be transferred to written form if not already:

- Email
- Letter
- Referral
- Physician prescription

If school personnel are the first to identify a potential need for diet modifications, a meeting must be convened to discuss concerns with parent/guardian.

Received by an Agent of the School

- Cafeteria Manager
- Child Nutrition Director
- Exceptional Children Staff
- Guidance Counselor
- School Administrator
- School Secretary
- School Nurse
- Teacher

School Administrator

Has a Medical Statement for Students with Special Nutritional Needs for School Meals been completed?

No

A Medical Statement for Students with Special Nutritional Needs for School Meals must be completed and signed by the parent/guardian and a physician/medical authority.

Yes

School Administrator may need input from CND, EC Staff or School Nurse to determine if info is clear and substantive.

Is the info clear and substantive?

No

School needs to get release of information signed by parent/guardian and obtain clarifying information from physician/medical authority, who completed the Medical Statement.

Yes

Does the student already have an IEP or 504 Plan?

Yes

Convene School IEP/504 Team to review Medical Statement. Ensure Child Nutrition is represented.

No

Convene new referral team to review Medical Statement. Ensure Child Nutrition is represented.