

Head Start and Early Head Start Cooperative Agreement for Nutrition Services

This agreement, dated _____

between _____
(Name of Head Start / Early Head Start Program)

located at _____
(Address of Program)

and _____
(Name of Nutrition Consultant)

located at _____
(Address of Nutrition Consultant)

(Phone Number) _____
(Fax Number) _____
(E-mail Address)

Hereinafter called Head Start/Early Head Start provider, agree to the following:

I Purpose

To provide nutrition expertise, ongoing guidance, consultation, in-service training and evaluation in implementing the Delegate Agency nutrition program. To comply with Head Start performance standards.

II Responsibilities (to comply with Head Start Performance Standards)

- A. Provide training and technical assistance to staff responsible for the implementation of nutrition services in assessing the nutritional status of children. This includes nutrition consultation and appropriate follow up for children above the 85th as well as the 95th percentiles. Children whose BMI is below the 5th percentile will review action plans from healthcare provider and provide ongoing consultation.
- B. Assist in the development of the Community Nutrition Needs Assessment.
- C. Review and approve menus to ensure that menus meet Head Start Performance Standards, Child and Adult Care Food Program, State of Illinois and City of Chicago licensing requirements.
- D. Provide training for staff in health/nutrition related topics.
- E. Provide training for parents in food preparation, shopping for food on a budget and other nutrition related topics.
- F. Review and assist in updating the nutrition management plan.

- G. Review site nutrition program for Head Start compliance in nutrition services and participate in the self-assessment process.
- H. Consult with Head Start staff and parents of children with severe disabilities regarding recommendations to assist children with problems of chewing, swallowing and feeding themselves.
- I. Collaborate with social services in addressing and working with site to provide appropriate dietary and nutrition services for children with disabilities.

III Qualifications

Nutrition Services must be supported by staff or consultants who have proof they are currently registered dietitians or nutritionists as follows, as stated by the Head Start Performance Standards:

- Possess a current registration with the Commission on Dietetic Registration of the Academy of Nutritionists and Dietetics (RDN). Or,
- Be eligible to take the examination to become a Registered Dietitian. Or,
- State of Illinois Licensed Dietitian Nutritionist (LDN). Or,
- A Master’s degree (MPH or MS) from an approved program in public health nutrition.

IV Other Terms

- Under this agreement, *(indicate the number of hours here)* _____ hours of nutrition services will be provided to the Head Start/Early Head Start Program.
- The Head Start/Early Head Start program has provided a copy of the Head Start Performance Standards, USDA Child and Adult Care Food Program requirements, the State and City Licensing requirements.

This agreement begins on the date of _____ and shall remain in effect, except for annual changes in the fee schedule, revisions in the Head Start/Early Head Start Performance Standards, City and/or State Licensing Standards.

Nutrition Consultant

Head Start / Early Head Start Director

Date

Date