




STATE OF CONNECTICUT  
DEPARTMENT OF EDUCATION



**TO:** Child and Adult Care Food Program (CACFP) Child and Adult Day Care Centers and Family Day Care Home Sponsors

**FROM:** John Frassinelli, Chief   
Bureau of Health/Nutrition, Family Services and Adult Education

**DATE:** August 4, 2016 **REVISED January 25, 2017**

**SUBJECT: Operational Memorandum No. 8A-16, 10C-16 and 10-H16**  
The Use of Share Tables in Connecticut CACFP Centers and Family Day Care Homes

The U.S. Department of Agriculture (USDA) recently released memo [SP41 CACFP13 SFSP15-2016](#) on the use of share tables in CNPs. “Share tables” are tables or stations where participants may return whole food or beverage items they choose not to eat, if this practice complies with local and state health and food safety codes. These food and beverage items are then available to other participants who may want additional servings.

The USDA encourages and supports the use of share tables when the CACFP facility implements measures to prevent foods and beverages from being leftover, and complies with all local and state health and food safety codes. The Connecticut State Department of Education (CSDE) reminds CACFP sponsors that the intent of the CACFP is to serve reimbursable meals to participants, and CACFP facilities must take steps to minimize leftovers. If a CACFP center or family day care home continually has excessive quantities of leftovers, the program must review and revise production practices, as appropriate.

The CSDE recognizes that share tables are not typically appropriate for CACFP child care centers, Head Start centers, adult day care centers, and family day care homes because these facilities generally implement family-style meal service. For more information, on family-style meal service, see the Connecticut State Department of Education’s (CSDE) guides, [Meal Pattern Requirements for CACFP Child Care Programs](#) and [Meal Pattern Requirements for CACFP Adult Day Care Centers](#).

Share tables may be appropriate for outside-school-hours care centers and at-risk afterschool meal programs. If these programs implement a share table, they must follow all applicable local, state and federal food safety practices.

The CSDE has consulted with the Connecticut Department of Public Health’s (DPH) Food Protection Program to provide CACFP sponsors with guidance on the application of Connecticut [Public Health Code \(PHC\) 19-13-B42](#) to share tables in CNPs. **DPH indicates that Connecticut PHC 19-13-B42 prohibits share tables from including any potentially hazardous foods (PHFs), as defined by the Food and Drug Administration’s (FDA) [Food Code](#).**

PHFs are foods that require temperature control because they are capable of supporting the rapid and progressive growth of infectious or toxigenic microorganisms. They include all foods of animal origin that are raw or heat-treated, and foods of plant origin that are heat-treated or consist of raw seed sprouts, cut melons, and garlic-in-oil mixtures that are not modified in a way that results in mixtures that do not support growth.

Connecticut CACFP centers must comply with Connecticut PHC 19-13-B42, which supersedes some of the recommendations in step 2 of the chart in USDA memo [SP41 CACFP13 SFSP15-2016](#). **Note:** *The state public health code does **not** apply to family day care homes. However, family day care providers must still ensure children’s safety by implementing appropriate food safety practices.*

The chart below summarizes the requirements for foods and beverages on share tables in Connecticut CACFP facilities. CACFP facilities that choose to implement a share table must comply with these requirements, and the food safety requirements outlined in steps 1, 3 and 4 of the chart in USDA’s memo on share tables. CACFP facilities should contact their local health department with specific questions about the application of Connecticut PHC 19-13-B42 to share tables.

<b>Connecticut Requirements for Foods and Beverages on Share Tables in the CACFP</b>	
<b>Complying with Connecticut Public Health Code 19-13-B42</b>	
<b>ALLOWED</b>	<b>NOT ALLOWED</b>
<ul style="list-style-type: none"> <li>Whole pieces of fruit with a peel that is removed by the consumer before eating, e.g., bananas and oranges.</li> </ul>	<ul style="list-style-type: none"> <li>Whole pieces of fruit without a peel, e.g., apples, peaches, grapes and plums.</li> </ul>
<ul style="list-style-type: none"> <li>Commercially packaged unopened intact fruits and vegetables, such as cans and plastic-type containers where the consumer pulls the lid or covering off, e.g., individual containers of fruit cup, peaches, and applesauce.</li> </ul>	<ul style="list-style-type: none"> <li>Fruits and vegetables that have been prepared and packaged by CACFP staff, e.g., apples wrapped in plastic, and canned fruit portioned into plastic cups with lids.</li> </ul>
<ul style="list-style-type: none"> <li>Bags of commercially packaged pre-cut fruits and vegetables, such as bags of baby carrots or sliced apples, <i>except for commercially packaged cut melons, cut tomatoes, or cut leafy greens.</i></li> </ul>	<ul style="list-style-type: none"> <li>Bags of fruits and vegetables packaged by CACFP staff, e.g., bags of baby carrots or sliced apples.</li> <li>Commercially packaged cut melons, cut tomatoes, or cut leafy greens.</li> </ul>
<ul style="list-style-type: none"> <li>Commercially packaged unopened intact grain items such as crackers, croutons, and cookies.</li> </ul>	<ul style="list-style-type: none"> <li>Grain items packaged by CACFP staff, e.g., rolls wrapped in plastic or cookies in plastic bags.</li> </ul>
<ul style="list-style-type: none"> <li>Bags of commercially packaged nuts and seeds, such as peanuts, sunflower seeds, or trail mix.</li> </ul>	<ul style="list-style-type: none"> <li>Nuts and seeds packaged by CACFP staff in bags or plastic cups with lids, e.g., peanuts, sunflower seeds, and trail mix.</li> </ul>

**Connecticut Requirements for Foods and Beverages on Share Tables in the CACFP, continued**

**Complying with Connecticut Public Health Code 19-13-B42**

ALLOWED	NOT ALLOWED
<ul style="list-style-type: none"> <li>Commercially packaged unopened intact condiments such as portion control packages of ketchup, mustard, mayonnaise, relish, and salad dressing.</li> </ul>	<ul style="list-style-type: none"> <li>Condiments packaged by CACFP staff, such as ketchup, mustard, mayonnaise, relish, and salad dressing packaged into plastic cups with lids.</li> </ul>
<ul style="list-style-type: none"> <li>Air-cooled hard-boiled egg with shell intact.</li> </ul>	<ul style="list-style-type: none"> <li>Meat/meat alternate items, such as poultry (e.g., chicken and turkey), meat, cheese, fish, eggs (including water-cooled hard-boiled egg with shell intact).</li> </ul>
<ul style="list-style-type: none"> <li>Unopened shelf-stable aseptically packaged juice <i>Note: Shelf-stable aseptically packaged juice does not require refrigeration until <b>after</b> opening.</i></li> </ul>	<ul style="list-style-type: none"> <li>Opened shelf-stable aseptically packaged juice</li> <li>Opened or unopened frozen or refrigerated juice that is <b>not</b> shelf stable aseptically packaged</li> </ul>
	<ul style="list-style-type: none"> <li>Unopened or opened containers of milk.</li> </ul>

Questions may be directed to the CSDE’s CACFP staff.

Day Care Center Sponsors	Day Care Home Sponsors
Susan Boyle at 860-807-2074 Celia Cordero at 860-807-2076 Benedict Onye at 860-807-2080	Celia Cordero at 860-807-2076

JF:sff

Attachment

Important: This is a numbered Connecticut State Department of Education (CSDE) operational memorandum that contains important program information. Please read carefully and retain in a binder for future reference. All CSDE operational memoranda are posted on the CSDE’s [Operational Memoranda for School Nutrition Programs](#) Web page.