



Memorandum

To: Child and Adult Care Food Program At- Risk Afterschool Program Providers

CC: Sherri Woodus, Section Chief, Environmental Health Protection,
Arkansas Department of Health
Mitzi Smith, Nutritionist, Health and Nutrition Programs

From: Vickie Stewart, Child and Adult Care Food Program-
At Risk Afterschool Program Manager

Date: 11/19/2014

Re: Health Department Notification Required for all CACFP At-Risk Afterschool
Programs Serving Sites and Meal Preparation Kitchens

Effective November 19, 2014, the Arkansas Department of Health, is requiring that they be notified in writing of all locations where you will serve meals to children and your meal preparation kitchens.

The Letter to the Health Department Regarding Inspections form is located in the Special Nutrition Programs Resource Library under Training Instructions. The notification is due into their office by November 28, 2014.

You may submit the notification by mail, email or fax to:

Sherri Woodus, Section Chief, Environmental Health Protection
Arkansas Department of Health
4815 West Markham Street Slot 46
Little Rock, Arkansas 72205
Office Number-501 661-2171
Fax Number- 501-661-2572
Email address- sherri.woodus@arkansas.gov

Failure to notify the health department regarding your serving sites and meal preparation kitchens will result in your facility being closed until the Health and Nutrition Programs Unit has been notified from the Arkansas Department of Health that they received your notice.

Should you have questions, call me at 501 320-8968 or email me
Vickie.stewart@dhs.arkansas.gov.