



H1N1 Flu Information

How to serve reimbursable meals during an H1N1 - related School closure

In the event of a school because of a H1N1 – related public health emergency, school food authorities (SFAs) and Community Organizations (COs) will be able to offer reimbursable meals in non-congregate settings under special provisions under a modified National School Lunch Program’s Seamless Summer Option or Summer Service Program. Since no duplication of coverage is allowed, SFAs and COs are encouraged to work together to ensure meals are provided to students in the event of a H1N1- related school closure. This special program may be invoked only upon the declaration of a public health emergency.

Click here to the [Letter from Secretary Garcia](#) about the H1N1 provision

Click here for a [H1N1 Fact Sheet](#) about operating under the H1N1 provision

Click here for a [H1N1 Webinar presentation](#) which provides excellent planning resources, if a SFA opts not to provide meals in the event of a H1N1 –related school closure

Operating under H1N1 Provision

SFAs and COs requesting to complete the Memorandum of Understanding (MOU), waiver request and Waiver Request Addendum to provide meals during an H1N1-related school closure must reference the information below.

SFAs that will provide meals during an H1N1 – related school closure must complete and submit the following to Student Nutrition Bureau.

1. Memorandum of Understanding (MOU), [click here for the MOU](#)
2. Waiver Request, [click here for the Waiver Request](#)
3. Waiver Request Addendum, [click here for the addendum](#)

COs that will provide meals during an H1N1 – related school closure must complete and submit the following to Student Nutrition Bureau.

1. Memorandum of Understanding (MOU), [click here for the MOU](#)
2. Waiver Request, [click here for the Waiver Request](#)
3. Waiver Request Addendum, [click here for the addendum](#)

Documents reference above must be submitted to NMSNB at the following address:

Student Nutrition Bureau
120 S. Federal Pl, Rm. 105
Santa Fe, NM 87501
Attn: H1N1 documents

Serving Meals Under the H1N1 Provision

To begin serving meals under the H1N1 provision, SFAs and COs that are approved to provide meals during an H1N1-related school closure must notify SNB at (505) 827-1821 that a public health emergency is declared. That notification should include:

1. List of Schools in the area that is close due to a declared health emergency
2. List of the sites operating this provision, and:
3. Start date of meal service.
4. When schools resume normal National School Lunch Program operations, they must notify SNB at (505) 827-1821 with an H1N1-related service end date to resume their normal claiming procedure.

Please contact the Student Nutrition Bureau at (505) 827-1821 with any questions regarding serving reimbursable meals during an H1N1-related school closure.