

D.2e. Menu Survey Training Video

Study of Nutrition and Activity in Child Care Settings (SNACS)

Menu Survey Training Video

The respondent will review the Menu Survey Instructions or watch a 15 minute training video prior to the start of the target week. The Menu Survey Instructions and the training video will cover the following topics: how to fill out the *Daily Menu* pages, and how to fill in the *Foods You Prepared* form. The video will discuss the general purpose of the forms to provide context to the respondents, and will highlight important points about filling out the forms to provide the most accurate data. The video will provide screenshots directly from the Menu Survey Instructions to allow the respondent to follow along or refer back to the instructions about specific topics as needed, using the section numbers mentioned throughout the video. The selected screenshots will include images of the example completed forms. These examples demonstrate how to record information about foods commonly served in child care settings. In addition to these screenshots, the video will cover topics including what foods to include on the *Daily Menu* pages, what foods to include (and not include) on the *Foods You Prepared* form, and how and when to use the *Food Description Guide*. The video will also remind respondents to provide a printed menu for the week or month, if one is available.

If the respondent is filling out the Infant Menu Survey, a portion of the video will review how to record information for infants who were breastfed versus bottle-fed in the child care setting. The infant portion of the video will align with the Infant Menu Survey Instructions, pointing out the different timeframes to record food being served (four time periods throughout the day as opposed to six in the main Menu Survey), and will also review the different types of formula pre-listed on the form (Ready to Feed, Liquid Concentrate, and Powder). This video will also show screenshots of the example completed forms for the respondent to better understand how to use these forms to provide information about commonly found foods in an infant child care setting.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-xxxx. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing trainings, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.