



Week ending issue: November 2, 2012 – Issue #158

Policy

From the WIC Certification Manual - 215.14 Precertification of Pregnant Women Requirements for Using Referral Data (1 of 2)

A memorandum of understanding (MOU) must be developed between the referral agency and local WIC Program before implementing precertification of pregnant women. This MOU must specify, at a minimum, the following:

- Identification of referral agency staff who will be involved,
- Required training for staff involved in the project,
- The role of each organization,
- The processing time frames for faxed data forms,
- Confidentiality issues,
- How the agreement may be modified, and
- Termination rights of both parties.

Note: A sample agreement is included in this policy on pages 15-16. The state WIC office must approve any agreements before implementing precertification procedures.

The referral agency must designate staff to:

- Assess potential eligibility for WIC services,
- Collect data on a standard form provided by WIC,
- Document proof of income, identity and address;
- Provide basic information about how to use WIC checks,
- Fax the form to the local WIC Program,
- Store the completed forms in a confidential manner until the forms are mailed to the local WIC Program, and
- Promote breastfeeding as the optimal way to feed babies.

Note: Staff must provide information about where the applicant can complete the application process if they cannot document proof of income.

The local WIC Program will:

- Train referral agency personnel,
- Determine the next step for referral agencies when they cannot or do not document proof of income,
- Review the data provided by referral agency,
- Determine the eligibility status of the applicant,
- Issue food benefits to those found eligible, and
- Provide breastfeeding information and support.

Information

IWIN Alternate Phone Update

Per request from the local agencies there has been an update to the alternate phone owner drop down in the contact/address pop-up box. The word “text” was added to the alternate phone owner drop down field. Agencies can now use “text” to identify participants who are interested and able to receive text messages from WIC.

Feeding Your Baby Magazine Series for Participants

In the next few days, you will be receiving a delivery of the NWA’s Feeding Your Baby Magazine Series. The shipment will include:

Bringing Home Baby in English and Spanish
Out and About in English and Spanish
Let’s Eat in English and Spanish

These magazines published by Meredith will reinforce WIC nutrition education, offer a warm and supportive voice to first-time moms and remind experienced moms of the best practices to give their babies a healthy start.

Please fax the bill of lading to Pat Hildebrand at 515-281-4913.

Reports

Compliance Report

The 10/20 Day Compliance Report can be used to monitor compliance with the USDA rules for how quickly participants were seen after initially contacting the local WIC office. Applicants who are pregnant, breastfeeding, infants less than six months old, and migrant farm workers must be scheduled for certification within 10 days of their initial visit. Applicants in all other categories must be scheduled for a certification within 20 calendar days of the initial visit. The initial visit can be an in-person visit or a telephone request by an applicant to schedule an appointment. If the applicant declines appointments offered within the required timeframe, the waiver of time allowance must be marked in the WIC data system.

The records on the report with False in the column named Waiver, represents non-compliance with the scheduling policy. The records on the report with True in the column named Waiver represent compliance with documenting the waiver of time allowance for scheduling appointments.

EBT Update

Implementation Advanced Planning Document (IAPD)

The EBT Implementation Advanced Planning Document (IAPD) was approved by FNS toward the end of October. The IAPD includes items such as the outcome of the EBT planning activities and the project’s estimated schedule. Approval of this document allows us to move forward with EBT implementation activities.

The Request for Proposal (RFP) for an EBT Implementation Contractor continues to be revised and reviewed.

Dates to Remember

2012

- Contractor's Meeting – January 29, 2013
- New Employee Training Course – January 31, 2013
- Maternal and Breastfeeding Core Workshops – March 27-28, 2013
- New Employee Training Course – April 30, 2013
- New Employee Training Course – July 30, 2013
- Contractor's Meeting – August 20, 2013
- Infant and Child Core Workshop – August 29, 2013
- Communication and Rapport Building Workshop – October 29, 2013
- New Employee Training Course – October 30, 2013

Available Formula

Product	Quantity	Expiration Date	Agency	Contact
Enfaport Lipil 8 oz RTU, 30 cal/fl oz	1 case (24 cans) + 4 cans	12/1/2012	Edgerton Women's Health	Jen Clasen 563-359-6635
Peptamen Jr. with fiber	1 case (24 - 8 oz) plus 9 - 8 oz	1/1/2013	Mid Sioux Opportunity	Glenda Heyderhoff 712-786-3488
Peptamen Jr. with fiber	36 - 8 - oz	3/1/2013	Mid Sioux Opportunity	Glenda Heyderhoff 712-786-3488
Bright Beginnings Soy Vanilla flavor	8 oz RTU cans in cases of 6 17 cases (102 cans)	3/2013 and 2/2013	Siouxland District Health Department	Jean Sterner 712-279-6636
Pediasure 1.0 Enteral	4 cases (96 cans) 46 cans 46 cans	3/1/2013 7/1/2013	MICA	Sarah Ruter 515-232-9020
Pediasure 1.0 Enteral	1 case (24 cans)	7/1/2013	Pott County	Kris Wood 712-238-5886
EleCare Jr. Unflavored	1 containers – 14.1 oz	8/2013	New Opportunities	Sharon McDonald Williams 712-830-1329
Portagen	5 containers – 16 oz	8/2013		
Elecare Unflavored	8 containers 14.1 oz powdered	4/1/2014	Edgerton Women's Health	Jen Clasen 563-359-6635
Compleat Pediatric Unflavored	4 cases (24 – 8.45 oz. cans per case)	2/4/ 2013	New Opportunities	Sharon MacDonald Williams 712-830-1329
Pregestimil Lipil	10 containers powdered	9/1/2013	MICA	Sarah Ruter 515-232-9020