

STAFF FACT SHEET: One Year Certification and Health Screening

The Following Changes Will Be Effective January 5, 2015:

- One year certification will be expanded to include children.
- This change will impact the process for all one year certification categories:
 - Infants, children and breastfeeding women.
 - Children will not be affected immediately. If they are certified before January 2015 with a 6-month certification, they won't have the one year change until their next certification cycle.
 - Infants and breastfeeding women may see this change as early as January 2015 (the alert for the health screen shows up for anyone with more than 3 months left on their certification).
- In order to certify for a one-year period, there has to be a mid-year assessment. This will be referred to as a "health screen."
- The health screen visit is similar to what is currently done for infant 5-7 months old with some modification (the process will be unified across all three categories).
- With this change, staff may see less temporary certifications since participants do not have to bring in the required documents of residency, income, and identification to the clinic every 6 months. We encourage staff to issue three months of checks when appropriate to decrease multiple visits for participants and increase participant satisfaction with this new procedure. Please discuss with your Coordinators and/or supervisors.

Brief Overview of a Health Screen

The requirements for infants, children, and breastfeeding women that are certified for on-year increments is a health screen visit 5-7 months into the certification.

- The health screen will be very similar to a certification appointment. The eligibility portion is omitted.
 - Collection of required documents such as income, residency and identification will not be required or reviewed at a health screen visit.
- This will look the same in WISPr, but instead of "certification" on the left hand column of the participant screen, there will be a tab for a health screen.
- The health screen appointment will consist of:
 - Assessment:
 - Collection of height and weight
 - Hemoglobin (if applicable)
 - Immunization records (if applicable)
 - The assessment interview (questionnaire, feeding tab, etc.)
 - Follow-up on previous goal(s)
 - Referrals (if applicable)
 - Nutrition education
 - Document in a care plan
- The order of doing the various assessment pieces (which includes height, weight, hemoglobin, reviewing immunization records, and the assessment interview) may vary per agency and tailoring to the participant. However, the total assessment needs to be completed in full prior to providing any nutrition education and referrals.

Notification to Participants

- It is important participants know:
 - What categories will be impacted?
 - This will be brand new for breastfeeding women and for children. The infants already have a health screen, but this will be expanded as noted above.
 - That the visits for a health screen will be longer than a typical follow-up appointment (but may be shorter than a certification appointment).
 - Check with your agency. The times may vary, but will likely fall around 30 to 45 minutes.
 - That they will only need to provide required documentation annually (income, residency, identification).
 - This will be a change for children only since infants and breastfeeding women already provide required documents annually. Historically, they provided the required document every six (6) months. Now this will only be required annually based on their certification period.
 - When this will occur.
 - January 5, 2015 will be the implementation date. Please note that this health screen appointment will vary for participants. Some (breastfeeding women, infants) may have the appointment fall in January if their certification started July 2014. Those who are certified in January may not have the appointment until their visit in June at the earliest (5-7 months into certification).
- Staff may use the folder insert, “Change is Coming” or the poster, “Get the Facts” to disseminate this change to participants.
 - At the time the health screen appointment is scheduled, participants need to be informed about what the appointment will include (who is required to be at the appointment, appointment length and purpose) so they can allow adequate time when they come to the appointment.

Talking Points

Highlight this as a positive change:

“WIC is improving and most participants will only need to apply for the WIC program once a year. This means infants, children and breastfeeding women will only show required documents once a year – income, residency and identity.

There will be a mid-year appointment to check growth, a blood sample, immunization records, ask questions, and talk about nutrition education related to your individual interests or concerns.”

Tailor the message to be relevant for the individual participant:

- If the participant isn't a breastfeeding woman, don't mention that breastfeeding women are eligible for a year.
- If a hemoglobin test isn't needed, don't mention blood work.
- If the child is over age 2, don't mention checking immunizations.