



Idaho WIC Training
WIC Food Packages



IDAHO DEPARTMENT OF
HEALTH & WELFARE
DIVISION OF PUBLIC HEALTH

WIC is an equal opportunity provider.

What Will You Learn?

- Understand how food packages support good nutrition as well as support and encourage breastfeeding
- Describe the 6 main WIC food packages and the 25 base food packages
- Contract formula and exempt formula
- The Idaho WIC Food List and Authorized Foods
- WIC Shopper
- Shopping with eWIC cards
- Explain how to identify a WIC authorized vendor

Instruction Level

Prerequisite for reviewing this guidebook WIC Eligibility Guidebook

Items Needed for This Course

The Idaho WIC website wic.dhw.idaho.gov houses all the online materials for staff under the Staff training page.

- Definitions and acronyms (located under the policy manual area)
- Medical Documentation Form
- Formulary Handbook, found at wic.dhw.idaho.gov, Staff, Formulary Handbook, Product guide
- Idaho WIC Mother & Infant Food Issuance Grid, found at wic.dhw.idaho.gov, Staff, Training, Breastfeeding
- Idaho WIC Program Policy Manual (IWPPM), Chapter 7: Food Delivery and Chapter 6: Breastfeeding Promotion and Support found at wic.dhw.idaho.gov, Staff, Policy Manual
- No online video for this guidebook

Recommended Time

- Approximate time it takes to complete the WIC course: 1-2 hours
- Approximate time it takes to complete the activities and discussion: 1-2 hours

Module 1: WIC Food Packages

WIC food packages provide healthy supplemental foods to WIC participants. WIC food packages and nutrition education are the primary ways WIC impacts the dietary quality and habits of participants. The WIC Program was never intended to be the main source of food for a person or family. Food packages are selected based on research that shows which foods are most needed to provide a more complete healthy diet. WIC food packages are intended to address the additional nutritional needs of low-income:

- Pregnant, breastfeeding, non-breastfeeding postpartum women
- Infants
- Children (up to age 5)

The Food and Nutrition Services (FNS), a federal agency under the United States Department of Agriculture (USDA), oversees the WIC Program. They also oversee a variety of other nutrition assistance programs which work together to provide a more complete diet to low-income persons. The largest of these programs, Supplemental Nutrition Assistance Program (SNAP or Food Stamps), provides general food assistance intended to increase access to food for low-income households. Low-income families can receive benefits from more than one of these programs.

WIC Food Packages

WIC food packages help reinforce the nutrition education messages provided to participants. The food packages can affect the dietary quality and habits of infants, children, and mothers served by WIC. Nutrition education helps participants make informed decisions in choosing foods that, together with the supplemental foods provided by WIC, can help meet their total dietary needs. The intent is to help participants continue healthful dietary practices after leaving the program.

WIC food packages are intended to meet these broad dietary goals:

- Align consistently with national dietary recommendations
- Support improved overall healthy eating
- Meet the dietary recommendations for infants and children under 5
- Encourage and support for breastfeeding
- Reinforce the nutrition education messages provided to participants
- Appeal to a wide group of individuals

The USDA sets regulations (often referred to as “federal regulations”) regarding WIC food packages and the foods that can be purchased by WIC participants. Each State WIC Program authorizes specific foods that meet the federal regulations. Additionally, in Idaho, authorized WIC foods are chosen based upon the following considerations:

- Nutritional content

- Food product marketing
- Cost
- Availability across the state
- Participant preferences (determined through surveys and comments)
- Cultural considerations
- Variety
- Safety

Foods Provided by WIC

- Foods high in vitamins and minerals, like fruits and vegetables, promote good health and prevent diseases.
- Dairy products, like milk, cheese, and yogurt, help to build strong bones and teeth, and promote growth. Milk alternative are offered to assist with meeting cultural, religious and dietary needs or preferences. (See the Issuing eWIC Benefits Guidebook for details on tailoring.)
- Foods high in protein, like eggs, canned meats, and peanut butter, promote growth.
- Dried beans, peas, and lentils are high in vitamins, minerals, and protein. They are a good source of iron and promote growth.
- WIC fruit and vegetable juices are high in vitamin C which helps the body to absorb iron.
- WIC breakfast cereal is low in sugar and high in iron. Many WIC breakfast cereals are also a good source of whole grains.
- WIC whole wheat bread and other whole grains, such as rice and tortillas, are high in many vitamins, minerals (i.e.: iron), and fiber. Eating more whole grains helps with disease prevention.

Understanding WIC Food Packages

A food package is a group of foods that a WIC participant receives based upon category and nutritional need. Each food package has a variety of options to best meet the needs of the participant. In the WIC computer system specific food packages will automatically generate as information is entered into the system. It is important to understand the food packages available in order to adequately educate our participants as well as ensure we are providing the appropriate food packages. There are six main food packages and 25 base food packages. Each food package has options which create hundreds of food packages to choose from. You will learn how to assign the base food packages and tailor the foods to meet the participants needs in a later guidebook.

Food Package 1: Infants birth through 5 months

Food Package 1- Infants 0-5 months old, the WIC computer system auto-generates 8 base food packages based on the infant's age and breastfeeding (BF) percent.

Fully and partially breastfeeding:

WIC promotes breast milk as the healthiest food for babies. WIC provides breastfeeding counseling and support to help a mom start and continue to breastfeed her infant.

WIC makes every effort to help mom and baby have a positive breastfeeding experience. During the first month of life, no formula is provided to a breastfeeding baby. To protect their milk supply, women need to fully breastfeed their infants in the first month. Refer to the breastfeeding chapters of this manual and the Idaho WIC Program Policy Manual (IWPPM) for more information about offering breastfeeding support.

Partially breastfed infants one month of age and older are issued infant formula only in the amount actually needed so that breastfeeding is supported. The WIC computer system will autogenerate the smallest number of cans needed, but after staff assessment of the mother's breastfeeding and formula needs, staff can adjust accordingly within parameters.

- Food packages issued to partially breastfed infants are routinely monitored to prevent over-issuance of formula.
- Powdered formula is the form of choice for breastfed infants because exactly the amount needed can be made and given to the infant. Concentrate formula makes 26 ounces and the unused formula could go to waste or the mother might give the infant more than needed to prevent having to throw the formula away.

Formula Feeding:

The WIC Program is federally required to contract for the standard infant formulas it provides. This saves WIC millions of dollars in food costs annually and allows us to serve more participants. Every few years, formula companies bid for the WIC contract. The contract is awarded to the qualifying company(s) that provides the lowest price. The contract brand infant formulas are routinely issued to WIC infants receiving formula. Most infant formulas are very similar, and infants can tolerate a variety of brands. WIC provides contract brand infant formula for babies who are not breastfed or babies who are partially breastfed (age one month and older). Staff can issue standard milk-based or soy-based formulas determined by the participant's nutrition assessment, cultural needs, religious needs, etc. Idaho WIC does not provide substitutes for standard milk-based or soy-based formula that is not our contract formula.

Formula can be issued in one of three forms:

- Powdered formula is the most common form. It is mixed with water before feeding.
- Concentrate is a liquid which is also mixed with water before feeding.
- Ready-to-feed requires no mixing before feeding. Ready-to-feed should be issued very rarely. It is only issued with Special Authorization- RD Approval from a local agency dietitian under specific circumstances. (You will learn about Special Authorizations in a future guidebook.)

-unsafe water supply

- lack of refrigeration
- the participant is homeless
- the infant's caregiver has difficulty correctly mixing concentrate or powder formula

Fully formula fed infants receive a supplemental amount of formula each month. Just as infants grow and develop during the first year of life, formula amounts provided by WIC differ depending on the age of the infant and whether the infant is partially breastfed. For some infants, these amounts may supply all the formula they need. For other infants, the family may have to purchase additional formula.

1. Infants needing an exempt infant formula or WIC-eligible medical food because of a medical condition need a completed Medical Documentation Form (MDF). They should be seen by the local agency Registered Dietitian (RD).
Note: Exempt infant formulas and WIC-eligible medical foods are discussed further in the Special Authorizations section.
2. The Master Food Package and Basket List provides information on the current formulas and nutritionals Idaho WIC provides in food packages.
3. When a formula is needed that cannot be found in a food package, the RD will need to complete a Direct Bill. This means WIC is still paying for the formula but through a third party because the products are not commonly found in stores.
4. The Formula and Nutritional Issuance Grid will assist staff with how to calculate the amount of formula infants should be issued based on their specific needs.

You will be asked to review these documents in the activity for this section.

Food Package 2: Infants 6 months through 11 months (up to first birthday)

Food Package 2 - Infants 6-11 months, the WIC computer system auto-generates 10 base food packages based on the infant's age and breastfeeding (BF) percent.

At six months of age, infants are issued infant cereal and infant food fruits and vegetables along with formula.

Fully breastfeeding infants are issued more infant fruits and vegetables as well as infant food meats. The greater amounts of foods and the addition of meats are a bonus to moms who are fully breastfeeding to reward their efforts and encourage continued breastfeeding. Infant food meats are also included to support the iron needs of fully breastfed infants.

Infant foods are provided after six months of age for several important reasons:

- Taste - babies need to be introduced to a variety of tastes and flavors.

- Texture - babies need to experience different textures which are part of learning.
- Development - babies are more likely to be developmentally ready to start eating solids foods around six months of age.
- Health - babies need to be encouraged to eat fruits and vegetables as recommended by the Dietary Guidelines for Americans to start them off on a healthy diet.

Food Packages 1 & 2 infants 0-5 months and 6-11 months

Feeding Category	Food Package 1: Infants 0-5 months		Food Package 2: Infants 6-11 months	
	Age	Birth - 3 months	4 - 5 months	6 - 11 months
		Infant Formula		Infant Formula
Full Breastfeeding* (B)	Breastfeeding education and support to help mom and baby breastfeed as long and as much as mutually desired. Feeding Category Age in months			Infant Foods 24 ounces infant cereal 64 (4oz) jars of baby fruit and/or vegetables*** 31 (2.5 oz) jars of baby meats
Partial Breastfeeding* (PB)	See the Idaho WIC Mother & Infant Food Issuance Grid.			24 ounces infant cereal 32 (4oz) jars of baby fruit and/or vegetables****
Full Formula(F)**				
Powdered	9 cans	10 cans	7 cans	
Concentrate	31 cans	34 cans	24 cans	
Ready-to-feed	26 cans	28 cans	20 cans	

* Idaho WIC does not provide supplemental formula to breastfed infants less than (<) 1 month of age.

** Based on 12.4 oz of powder, yielding 90 oz/can, 13 oz of concentrate and 32 oz Ready-to-feed

***\$8.00 CVB is substituted for 32 jars of baby fruits and/or vegetables in the base food package for infants over 9 months who are fully breastfed.

****\$4.00 CVB is substituted for 16 jars of baby fruits and/or vegetables in the base food package for infants over 9 months who are partially breastfed or non-breastfed.

Clinic staff can tailor the package to remove the CVB and instead issue the maximum amount of baby food.
-A breastfeeding woman of an infant who is 6 months or older and receiving greater than (>) 50% supplemental formula will no longer be eligible to receive a food package.

Special Authorizations (formally known as Food Package 3)

Occasionally, an infant, child, or woman may need a specialized nutritional product because of a medical condition. Special Authorizations are required to provide foods that are different from the base or base tailored food package. There are three types of special authorizations, MD Doc (requires a Medical Documentation form), RD Approval (requires review and approval by a local registered dietitian), and Homeless (for participants with limited access to a stove or refrigerator). Participants can have one, two, or three special authorizations at the same time depending on their circumstances. A brief description of some of the specialized nutritional products offered is below. See the Special Authorization Guidebook for more specific details.

- Exempt Infant Formula is intended as a food substitute for human milk for use by infants who have inborn errors of metabolism, prematurity, low birth weight, or who otherwise have an unusual medical or dietary condition.
- WIC-eligible Medical Food refers to certain products that are specifically formulated to provide nutritional support for participants (women, infants, or children) with a diagnosed medical condition where regular food is replaced, restricted, or inadequate. Such WIC-eligible medical foods must serve as a food, meal, or diet (may be nutritionally complete or incomplete) and provide a source of calories and one or more nutrients; be designed for digestion via an oral or tube feeding; and may not be a regular food, drug, flavoring, or enzyme.
- Contract brand infant formula needed for a child.

Participants receiving Special Authorizations can also receive all of the supplemental WIC foods allowed for their category as determined by their healthcare provider and specified on the Medical Documentation form. To issue a Special Authorization in the WIC computer system, Medical Documentation and/or RD approval is required.

Medicaid Coverage

For a participant who is active in Medicaid, Medicaid provides the exempt infant formula or medical food. Medicaid does not provide standard infant formulas (**includes both WIC contract and non-contract formulas**). WIC can provide a food package if foods are tolerated.

Refer to IWPPM Chapter 7 for more information on the requirements for issuing Special Authorizations Formally known as Food Package 3.

- Please complete activities 1 & 2 either individually, with other learner(s), or with your trainer.
- Meet with your trainer to discuss what you learned.



Complete Activity 1 & 2 in your Activities Workbook

Food Package 4: Children 1 through 4 years of age (up to 5th birthday)

Food Package 4- The WIC computer system auto-generates 2 base food packages.

A child grows rapidly. The brain, teeth, and bones are all developing. Nutrition is very important during this time. Many studies have shown that children from low-income families are more vulnerable to anemia, poor growth or overweight, and dental problems.

Federal regulations require children under age two to receive whole milk and children over the age of two to receive low fat milk (1% or skim). Whole milk provides needed calories in a time of growth. Switching to low fat milk at age two ensures continued nutrients and protein are provided without as many calories and fat. For children over the age of two requiring more calories, 2% milk can be issued with RD approval and whole milk can be issued with a medical documentation form and MD doc special authorization. The WIC computer system bases the child's food package on age and the milk fat percent/calories the child requires for optimal growth.

Food Package 4 contains the following amounts of foods:

- 2 (64 ounce) containers of 100% juice
- 4 gallons of milk (1 pound of cheese and/or 1 quart of yogurt can be substituted for up to 1 gallon of milk at the rate of 1 pound of cheese for 3 quarts of milk and/or 1 quart of yogurt for 1 quart of milk)
- 36 ounces of iron-fortified cereal
- 1 dozen eggs
- 32 ounces of whole wheat bread/whole grain
- 1 pound of dry legumes (beans, peas, lentils) or 4 cans or 18 ounces of peanut butter
- \$9 cash value benefit for fresh fruits and vegetables

Children with the following conditions can receive soymilk instead of cow's milk in Food Package 4 with RD Approval -Special Authorization:

- Milk allergy
- Severe lactose mal digestion
- Vegan diet
- Religious reasons

You will learn about how to complete Special Authorization in a future guidebook.

Women's Food Packages

For women, food packages 5, 6, 7, 7M A, and 7M B are available for categories (P) Pregnant, (B) Breastfeeding, and (N) Postpartum. The WIC computer system auto-generates 5 base food packages based on the information entered into the WIC computer system through the nutrition assessment and data gathered.

Pregnancy, lactation, and the postpartum period (after the baby is born) are all times of increased nutrient needs. Nutrient deficiencies at these times, particularly during pregnancy, can have serious consequences for mother and baby. The foods in the WIC food package provide many nutrients that are important for women.

Food Package 5:

Is assigned to pregnant women and women who are partially (mostly) breastfeeding and providing some formula to a single infant.

Food Package 5 is issued to the following participants:

- Pregnant woman (P)
- Partially breastfeeding woman (B) who's infant is breastfed more than or equal to (\geq) 50% of the time

Food Package 5 contains the following amounts of foods:

- 3 (12 ounce) frozen concentrate containers of 100% juice
- 5 ½ gallons of milk (1 pound of cheese and/or 1 quart of yogurt can be substituted for up to 1 gallon of milk at the rate of 1 pound of cheese for 3 quarts of milk and/or 1 quart of yogurt for 1 quart of milk)
- 36 ounces of iron-fortified cereal
- 1 dozen eggs
- 16 ounces of whole wheat bread/whole grain
- 1 pound of dry legumes (beans, peas, lentils) or 4 cans
- 18 ounces of peanut butter
- \$11 cash value benefit for fresh fruits and vegetables

Food Package 6:

Is assigned to postpartum (non-breastfeeding) women. They receive less food than pregnant or breastfeeding women because the nutrient needs of a postpartum woman are less, so the food package is adjusted to provide less food. However, postpartum women do need the foods provided by WIC to help restore nutrients lost during pregnancy.

Food Package 6 is issued to the following participants:

- Non-breastfeeding postpartum woman (N)
- Partially breastfeeding woman (B) whose infant is breastfeeding less than (<) 50% of the time.
- Only issued for up to 6 months after delivery.

Food Package 6 contains the following amounts of foods:

- 2 (12 ounce) frozen concentrate containers of 100% juice
- 4 gallons of milk (1 pound of cheese and/or 1 quart of yogurt can be substituted for up to 1 gallon of milk at the rate of 1 pound of cheese for 3 quarts of milk and/or 1 quart of yogurt for 1 quart of milk)
- 36 ounces of iron-fortified cereal
- 1 dozen eggs
- 1 pound of dry legumes (beans, peas, or lentils) or 4 cans or 18 ounces of peanut butter
- \$11 cash value benefit for fresh fruits and vegetables

Food Package 7:

Is assigned to fully breastfeeding women, women who are partially breastfeeding multiples or pregnant with multiples. Food package 7 includes extra foods (canned fish and additional milk, cheese, fresh fruits and vegetables, peanut butter, and beans) for women in these categories due to their high nutritional needs. Canned fish provides additional protein and essential fats. By offering something extra to women fully breastfeeding an infant, WIC recognizes the value of providing an infant with the gold standard in infant feeding: breast milk.

Food Package 7 is issued to the following participants:

- Breastfeeding woman (B) whose infant does not receive any formula from WIC (this includes women who are breastfeeding on average at least one time per day and receiving formula from another source such as Medicaid)
- Breastfeeding woman (B) who is partially breastfeeding multiple infants (2 or more)
- Pregnant woman (P) of multiple infants (2 or more)

In order for a woman who is pregnant with multiple infants or a woman partially breastfeeding multiple infants to receive food package 7, NRC 335 (multi-fetal gestation) must be entered in the WIC computer system.

Food Package 7* contains the following amounts of foods:

- 3 (12 ounce) frozen concentrate containers of 100% juice
- 6 gallons of milk (1 pound of cheese and/or 1 quart of yogurt can be substituted for up to 1 gallon of milk at the rate of 1 pound of cheese for 3 quarts of milk and/or 1 quart of yogurt for 1 quart of milk)
- 36 ounces of iron-fortified cereal
- 1 pound of cheese (other dairy options cannot be substituted for this cheese)
- 2 dozen eggs
- 16 ounces of whole wheat bread/whole grain
- 30 ounces of fish (canned)
- 1 pound of dry legumes (beans, peas, or lentils) or 4 cans
- 18 ounces of peanut butter
- \$11 cash value benefit for fresh fruits and vegetables

*Women fully breastfeeding multiple infants receive one and half times the amounts of foods listed above. This is designated by an "M" in the food package name.

Food Package 7M A and B amounts multiplied by 1.5 and averaged over a two-month timeframe

Food Package 7M A and B is issued to the following participants:

- Woman fully breastfeeding (B) multiple infants (two or more)

In order for a participant to receive Food Package 7M A and B, the following must occur:

- NRC 335 (multi-fetal gestation) must be entered in the WIC computer system
- Both infants must be 100% breastfeeding

Note: Common food packaging sizes are not available in sizes that are necessary to provide the appropriate amount each month. For example, peanut butter is found commonly in an 18oz container and not a 27oz container. Therefore, in month one a participant would receive 36oz of peanut butter (or two 18oz containers) and in month two a participant would receive one 18oz container.

Food Package 7M A and B contains the following amounts of foods:
Amounts averaged over two-month timeframe.

FP 7M A: Month A:

- 5 (12 ounce) frozen concentrate containers of 100% juice
- 9 gallons of milk (1 pound of cheese and/or 1 quart of yogurt can be substituted for up to 1 gallon of milk at the rate of 1 pound of cheese for 3 quarts of milk and/or 1 quart of yogurt for 1 quart of milk)
- 54 ounces of iron fortified cereal
- 2 pounds of cheese (other dairy options cannot be substituted for these cheeses)
- 3 dozen eggs
- 32 ounces of whole wheat bread/whole grain
- 45 ounces of fish (canned)
- 2 pounds of dry legumes (beans, peas, or lentils) or 4 cans
- 18 ounces of peanut butter
- \$16.50 cash value benefit for fresh fruits and vegetables

Month B:

- 4 (12 ounce) frozen concentrate containers of 100% juice
- 9 gallons of milk (1 pound of cheese and/or 1 quart of yogurt can be substituted for up to 1 gallon of milk at the rate of 1 pound of cheese for 3 quarts of milk and/or 1 quart of yogurt for 1 quart of milk)
- 54 ounces of iron fortified cereal
- 1 pound of cheese (other dairy options cannot be substituted for this cheese)
- 3 dozen eggs

- 16 ounces whole wheat bread/whole grain
- 45 ounces of fish (canned)
- 1 pound of dry legumes (beans, peas, or lentils) or 4 cans
- 2 (18 ounce) containers of peanut butter
- \$16.50 cash value benefit for fresh fruits and vegetables

Homeless Food Packages

Some of our participants are homeless and WIC offers foods tailored to their needs. The homeless food package options may not be appropriate for all homeless participants. Often, a standard food package will work for a homeless participant. Tailoring should be based upon the participant’s needs, such as access to a stove or refrigerator.

Below are possible tailoring options for homeless participants. Some require the Homeless special authorization, ready-to-feed (RTF) infant formula requires RD Approval special authorization, and some don’t require any special authorizations.

Food Package’s 1 and 2

RTF infant formula in place of standard powder or concentrate.

Food Package’s 4 through 7

- Juice – individual juice packs in place of 64-ounce containers of juice (FP 4) Juice – individual juice packs in place of 12-ounce frozen concentrate containers of juice (FP 5-7)
- Milk – evaporated milk, dry powdered milk, or shelf stable soy beverage in place of standard liquid cow’s milk
- Legumes or canned beans- peanut butter in place of dried beans or canned beans
- Eggs – canned beans or peanut butter in place of eggs

Note: In a later training, Assigning eWIC Benefits and Issuing eWIC Benefits, you will practice assigning, tailoring, and issuing food benefits in the WIC computer system training environment.

- Please complete activity 3, either individually, with other learner(s), or with your trainer.
- Meet with your trainer to discuss what you learned.



Complete Activity 3 in your Activities Workbook

Module 2: Idaho WIC Food List

Participants know which foods are available by using the Idaho WIC Food List. This is a brochure that lists foods allowed by the Idaho WIC program. Not all items listed are available for all participants. The brochure also includes information on shopping with the eWIC card and tips for healthy eating. Ask your trainer where these are located in your clinic.

The Idaho WIC Food List provides information regarding shopping for WIC foods. You will review the Idaho WIC Food List with WIC participants/First Cardholder. You are responsible for educating the participant/ First Cardholder on each section of the food list that pertains to them. The following is a brief overview of some sections of the Idaho WIC Food List:

Using your eWIC Card

Always use your eWIC card first, before SNAP or other types of payments.

1. Check the mid-purchase receipt that prints after participants swipe their cards, to see what WIC will pay for.
2. Keep your receipt.

Reading the Receipt

This section explains how to read the receipt and shows what WIC paid for and what WIC foods are left in the account.

Special Features of Certain Sections

Fruits and Vegetables

- Review the chart for determining the cost of produce.
- Educate participants/responsible adult on this chart as it will help them easily track how much money they are spending on fresh fruits and vegetables.
- Review options for paying the difference or putting items back if the participant goes over the amount of their CVB.

Buy/Do Not Buy

Each section lists what foods can and cannot be purchased with eWIC.

Cereals/Whole Grains

- Pictures of all the cereals and whole grains that can be purchased with WIC are shown.
- Women and children receive 36 ounces of cereal.
- Several combinations are illustrated to show how many boxes of cereal make up 36 ounces; this helps participants get their full nutrition benefit.

Module 3: WIC Shopper App and how to download the App

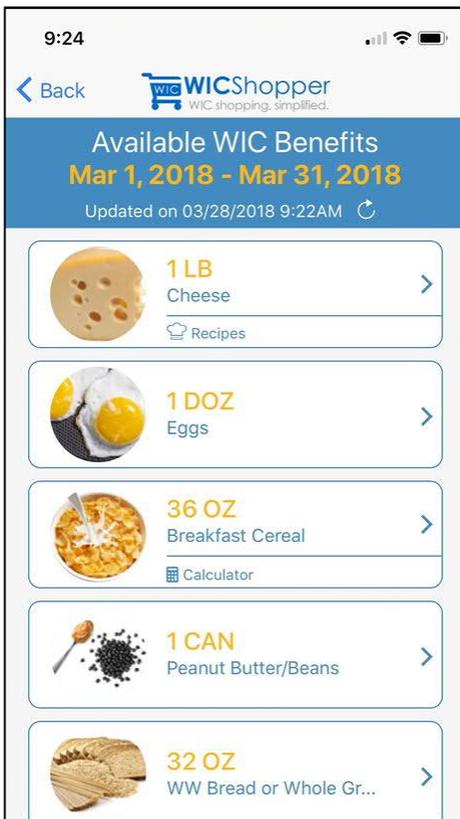
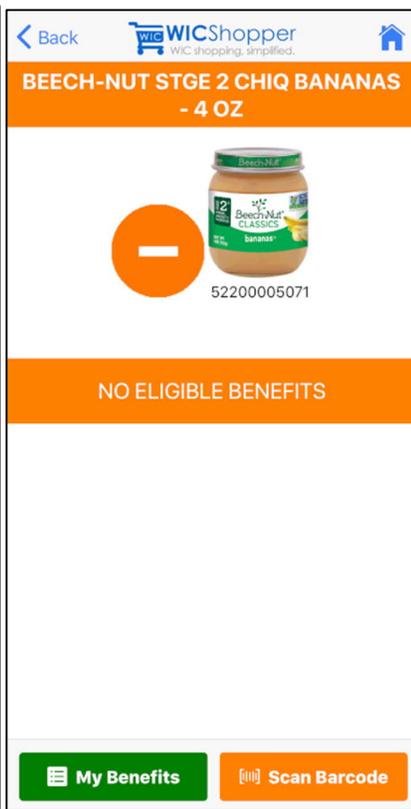
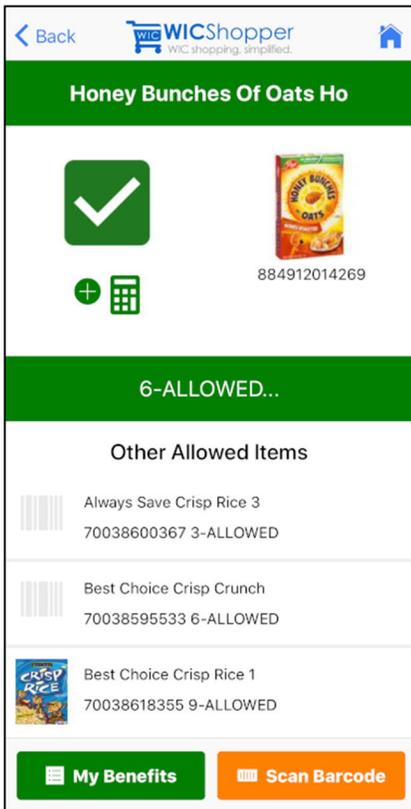
The WICShopper App is a tool that contains the Idaho WIC Food List plus many other helpful features. It allows participants to scan or manually enter Universal Product Codes (UPCs) to determine if a food is an Idaho WIC approved food. If a participant chooses to register their eWIC card in the app they will be able to view their benefit balance and scan items to find out if that product is available in their benefits. Other features include produce and cereal calculators to assist with shopping, recipes, life hacks, store and clinic locators, FAQ, and more!

- While the WICShopper app provides a wide range of WIC-related resources, the key features to share with participants are the ability to:
 - Check benefit balance
 - Scan items in the store to determine if they are WIC-eligible

You will be expected to explain how to access the WICShopper App to participants.

Steps:

- Encourage participants to install the WICShopper App to their smartphone
- Select Idaho as their WIC Agency
- Register by adding their 16-digit number from the front of their eWIC Card (optional)
- Scan product bar codes to identify WIC-allowed foods as they shop
- View their current benefits, Idaho WIC Food List, recipes, and more from the app



Module 4: How to Shop with an eWIC Card

Here are things to remember when teaching participants how to use their eWIC card:

1. Remind the participant that they may use eWIC cards at any WIC authorized vendor.
2. Use the Idaho WIC Food List and WICShopper App, to review which foods are allowed.
3. Remind the participant to select only foods from the Idaho WIC Food List in the amounts listed on their eWIC benefits balance (Remember there are multiple ways for a participant to check their balance, including on the WICShopper App under My Current Benefits). Participants can choose to not buy a food or to buy less than the amounts listed on the WIC benefits balance. If a participant selects more than the amounts listed on their WIC benefits balance, they will be responsible for using a different payment option to cover the additional charge or they can choose to put items back.
4. Separating WIC foods from other foods in the grocery cart is only necessary in smaller stores that utilize a “stand beside” machine. These are systems that only process WIC specific transactions and aren't integrated with the store's other point of sale (POS) system. There are currently only 4 stores in Idaho that utilize this type of system.
 - Participants should know that they are responsible for any fruit and vegetable costs over the dollar amount of the WIC CVB. If a participant goes over the amount of the WIC CVB, they have the option of putting items back or paying the excess amount.
 - Participants do not get money back if they don't spend the full amount of the WIC CVB.
5. The cashier will ring up the WIC Authorized foods.
6. Remind the participant to check the Mid-purchase receipt to verify that the desired items were paid for by WIC. Mid transaction receipts are not available with stand beside. If items weren't paid by WIC, participants can either pay for them using a different form of payment or put the items back (cashiers can void the transaction as long as there are non-WIC items still on the transaction).
7. Remind participants to use their eWIC card first, then SNAP, then cash, debit, or other method of payment.
8. Remind participants that they don't have to buy everything on the benefit list in one shopping trip.

Improper use of eWIC cards can result in participants losing WIC program benefits. Therefore, teaching participants how to use eWIC cards correctly is very important.

- Please complete activity 4, either individually, with other learner(s), or with your trainer.
- Meet with your trainer to discuss what you learned.



Complete Activity 4 in your Activities Workbook

Module 5: How to identify a WIC Authorized vendor



Since WIC foods are purchased in grocery stores, it's helpful to understand how the grocery store (referred to as the vendor) and the WIC Program work together. All current authorized vendors have a Vendor Agreement with the State Office. This agreement must be completed before the vendor can accept eWIC cards. Authorized vendors display a sign stating "Idaho WIC Accepted Here" on their doors or front windows and may include eWIC in the list of acceptable payment on signage at the front of their store. Be sure to mention this sign when explaining to WIC participants how to shop with an eWIC card.

When a store is authorized, the vendor has agreed to:

1. Stock at least a minimum of WIC authorized foods.
2. Train all cashiers how to process eWIC cards and what foods are authorized.
3. Treat WIC participants the same as all other customers.
4. Receive annual vendor training to learn about program updates.
5. Download the approved products list (APL) to their cash register system daily.

Vendors are not required to stock all WIC foods. The WIC Program does not set the prices vendors charge for WIC foods. However, vendors must keep the price of WIC foods competitive with like vendors. This competitive price agreement only applies to WIC foods, not other items carried by the store.

The WIC Shopper App is a great tool to find WIC Authorized Vendors in your area. It also shows you whether the store allows eWIC purchases in the self-checkout lanes.

Ask your trainer how to find which grocery stores in your area are WIC authorized vendors.

- Please complete activity 5, either individually, with other learner(s), or with your trainer.
- Meet with your trainer to discuss what you learned.



Complete Activity 5 in your Activities Workbook

The End!