

**IDAHO WIC GUIDEBOOKS & TRAINING MATERIALS
INDEX OF CHANGES
2020**

New Folder Names	Guidebook	Location in Guidebook	Change
Applying & Participating	Eligibility	Multiple areas	<p>Added separation of duties and conflict of interest section (Module 4) Updated identification proof and appointment section Updated no proof section Updated foster section Added related training materials</p> <ul style="list-style-type: none"> • VOC Missing Proofs, 1st and 2nd Contact • Income Q and A document • Report 440 training • Military Pay_LES <p>Moved customer service videos to this folder:</p> <ul style="list-style-type: none"> • Certify Billy Missed Opportunity and Certify Billy Solution • You Have to Bring the Kids and We Want to See your Children • Document Demand and Document Request <p>Added new activities # 7-9 (VOC, COI, SOD) <i>Materials to remove from WIC website, merged into this guidebook:</i></p> <ul style="list-style-type: none"> • Idaho WIC income eligibility2014 • Leaders guide income eligibility • Practice case studies (VOC) • VOC policy update training • WIC connects leaders guide VOC update • SOD Training
Applying & Participating	Confidentiality	N/A	<p>No major changes</p> <ul style="list-style-type: none"> • Moved special concerns about suspected child abuse to this guidebook.
Applying & Participating	Referrals	N/A	<p>No major changes to content</p> <ul style="list-style-type: none"> • Moved section on suspected child abuse reporting to the confidentiality guidebook. <p>Added related training materials:</p> <ul style="list-style-type: none"> • Moved link for immunizations to this folder
Health and Nutrition Assessment	Anthropometric	N/A	<p>New URL for video, test questions removed</p>
Health and Nutrition Assessment	Care Plan I, Care Plan II Samples	N/A	<p>No major changes</p> <ul style="list-style-type: none"> • Changed “appendix” name to “samples” since this book provides opportunity to review samples and practice.
Health and Nutrition Assessment	Hematology	N/A	<p>No major changes</p> <ul style="list-style-type: none"> • Added verbiage about expired supplies such as cuvettes.

			<ul style="list-style-type: none"> • Added verbiage to help define “abnormally” low value with example 8 or less. • HGB collection reference moved to this folder. • Added section for exceptions • Videos for customer service Finger Poke and Superhero Finger Poke moved into this folder.
Health and Nutrition Assessment	Nutrition and Health Assessment	Multiple areas	<p>Updated with eWIC changes, Added VENA module from WIC Works- This will be a New Activity (Activity #1) Renamed the rest of the activities to 2-7.</p> <p>Reviewed forms on Staff training page and archive pages Added related training materials: 1. Health Screen Helpful Tips</p> <p><i>Delete the archive page and Materials on it.</i></p> <p>From WIC Website: Staff > Training Links > Nutrition Risk Criteria</p> <ol style="list-style-type: none"> 1. Idaho WIC NRC Revisions 2018 PowerPoint 2. Summary of NRC revisions 2018 3. Check Your Understanding NRC Revisions 4. Leader’s Guide Group Session 2018 NRC Revisions 5. Leaders Answer Check Your Understanding NRC Revisions 6. Health Assessment Infant Computer Down 7. RD Referral Table 8. Risk 142 Preterm or Early Delivery 9. Risk 311 History of Preterm or Early Delivery 10. Risk 383 Neonatal Abstinence Syndrome 11. Risk 411 Inappropriate Nutrition Practices 12. Risk 425 Inappropriate Nutrition Practices <ul style="list-style-type: none"> • (The Nutrition Assessment portion of the Computer down kits are from 2017 and one from 2018 and are saved on the B-Drive under Nutrition Assessment.)
Basics	Overview		Removed Check References
Basics	WIC Computer System 101	N/A	<p>New guidebook</p> <ul style="list-style-type: none"> • Moved video New WISPr Updates to this folder
Basics	N/A	N/A	<p>Moved resources to this folder</p> <ul style="list-style-type: none"> • Common WIC Terms • WIC Website Scavenger Hunt • FAQ • WISPr Reasons/ Drop Down Guidance

eWIC Card	eWIC Cards & Cardholders	N/A	<p>New guidebook Added related training materials</p> <ul style="list-style-type: none"> • Ewic signature form • Ewic card labeling • using ewic card brochure • Move link for ebtEDGE to this folder <p><i>Materials to remove from WIC website, merged into this guidebook:</i></p> <ul style="list-style-type: none"> • <i>First and second cardholder</i> • <i>Ewic phone</i> • <i>Staff role-pin setting</i>
Food Benefits:	Food Packages	Multiple areas	<p>Updated with eWIC changes,</p> <p><i>Materials deleted from the WIC Website related to food packages:</i></p> <ol style="list-style-type: none"> a. Assigning an Infant CVV 9-12, b. Food Package Changes 2016 Presentation, c. Inservice Leader's Guide Food Packages, <p><i>Materials deleted from the WIC Website on the eWIC page under training materials:</i></p> <ol style="list-style-type: none"> a. eWIC Processing Standards b. eWIC Glossary of Terms and Acronyms c. Transitioning Skill Builder d. Group Participant Session Guide <p><i>Materials deleted from the WIC Website on the eWIC page under webinars:</i></p> <ol style="list-style-type: none"> a. eWIC Basics b. Shopping with an Idaho eWIC Card <p><i>Materials deleted from the WIC Website on the eWIC page under Coordinators:</i></p> <ol style="list-style-type: none"> a. eWIC Task Checklist b. Procedures for Clinic Modifications
Food Benefits	Assign benefits and Special Authorization	n/a	<p>New guidebook, Learner and Trainer, added activities to the activity's guidebooks Added related training materials</p> <ol style="list-style-type: none"> a. RD vs MD b. Summary of Milk Issuance c. The Idaho WIC Mother and Infant Food Issuance Grid <p>Materials added from the eWIC page training materials</p> <ol style="list-style-type: none"> a. No Proration Solution b. Special Authorization c. Trouble shooting Shopper
Food Benefits	Issuing eWIC Benefits	n/a	New Guidebook, add activities to the activity's guidebook
Nutrition	Basic Nutrition	N/A	<p>4/23/20220 new video and activities Materials to be moved from <i>WIC Website</i>: under staff > Nutrition Education to be added to this section:</p>

			a. Resources List <i>Deleted the Nutrition education page and related materials on it.</i>
Nutrition	Baby Behavior	N/A	New URL for video, test questions removed* Added the Activities to the activity book.
Nutrition	Child Nutrition	N/A	4/23/20220 new video and activities
Nutrition	Post-Partum Nutrition	n/a	New URL for video, test questions removed*
Nutrition	Prenatal Nutrition	n/a	4/23/20220 new video and activities
Food Benefits (if needed)	Issuing eWIC Benefits and special authorization_ Appendix	n/a	New Guidebook, add activities
PCE	PCE	n/a	New video URL, test questions removed. Currently Keep: WIC Website: <ul style="list-style-type: none"> a. Pregnant Circle Chart b. postpartum Circle Chart c. Breastfeeding Circle chart d. Infants 0-5 months Circle chart e. Infants 6-12 months circle chart f. Children 13-23 months circle chart g. Children 2-5 years circle chart h. All Spanish circle charts.
Activities/ Directions	Activities	Multiple Areas	New activities and updated activities
	Help Train Idaho: Computer		Delete all documents within and section
Customer Service & Civil Rights	Customer Services		Merge all the videos for the customer service into the Customer Service LA Folder (Some videos maybe moved to other locations and will be specified in those guidebooks.) Merge the Civil Rights documents to this folder as well. Videos added to activities
Breastfeeding	Breastfeeding		Merge breastfeeding resources to this folder <ul style="list-style-type: none"> • Annual Breastfeeding Trainings for WIC Staff • Mother & Infant Food Issuance Grid • WIC Supporting Breastfeeding Training (ppt) • Assign Food Package: New Pregnant and Breastfeeding QRC • Assign Food Package: Pregnant and Breastfeeding QRC • Breastfeeding Single Infant Decision Tree • Breastfeeding Multiple Infant's Decision Tree

