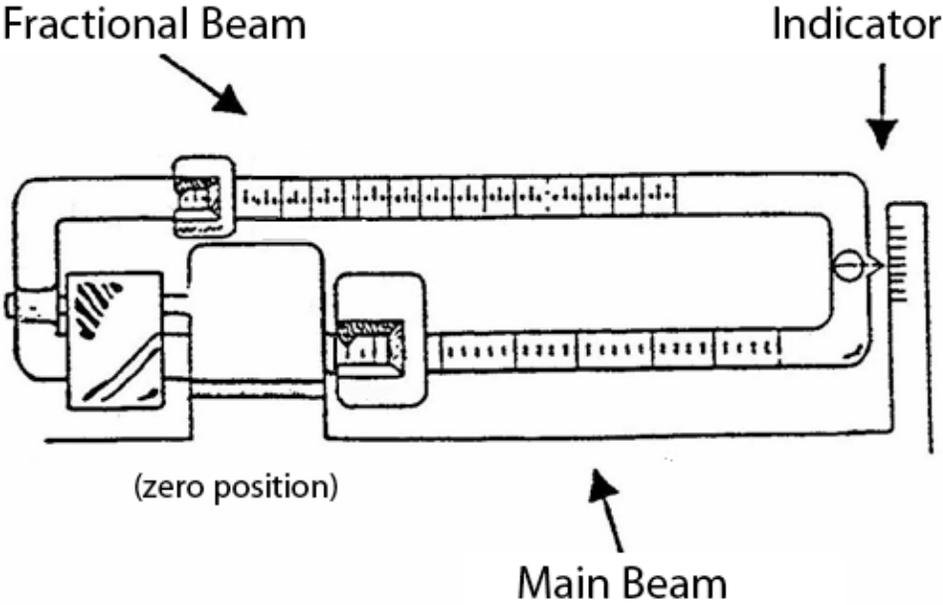


Measuring The Weight Of An Adult Or Child 2 Years Or Older Using A Balance Beam Or Electronic Scale

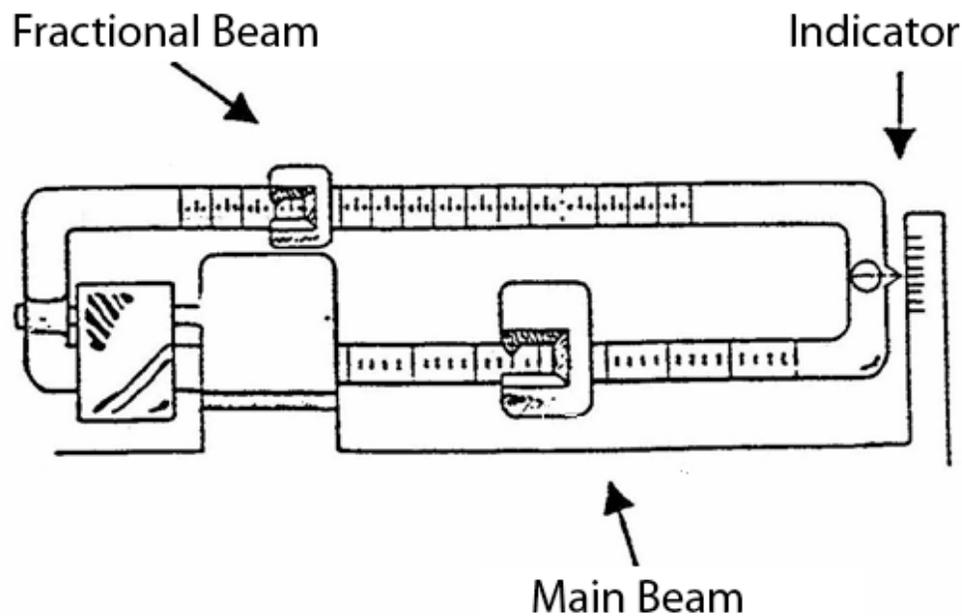
- 1. Wash hands (optional) and put clean paper liner on scale.
- 2. Have the child or adult remove heavy clothing and shoes.
- 3. Place a clean paper liner on the scale.
- 4. Balance the scales to zero:
 - a. **If using a balance beam scale**, make sure the weights on the two beams, the upper and lower, are directly over their zero positions.



- b. **If using a digital scale**, press the "zero" or "tare" button on the front of the machine to turn on and zero. Make sure the scale is set to pounds, not kilograms.
- 5. Have the client stand in the center of the platform with body upright and arms hanging naturally. The child should not hold on to toys or the scale or the caregiver.

6. Take the reading:

- a. **If using a balance beam scale**, first move the large counterbalance on the lower beam away from the zero position, until the indicator drops below the halfway point or center position. This means a bit too much weight has been added. You can then move the counterbalance back one position, which will cause the indicator arm to rise above the center. Then move the upper beam counterweight over slowly until the indicator arm balances at the halfway point or in the center as below:



- b. * **If using a digital scale**, wait until the scale finishes changing between weights.
6. Read and record the weight. Many states record the weight to the nearest 1/4 pound or 4 ounces. (Check your state's requirement.)
 7. Return the weights to the zero position at the left-hand side of the scale to help maintain scale accuracy and have the adult or child step off the scale.
 8. Take a second measurement by having the child or adult step back on the scale.
 - a. If the two measurements are within 1/4 pound, you can enter either of the two measurements into the WIC computer system.
 - b. If the two measurements are not within 1/4 pound, take a third measurement, then take the two closest measurements of the three, and average them. This value can then be entered into the WIC computer system.
 - c. Make sure to check on your state's requirements on this procedure.



***Note:** If your agency has a digital scale that takes several measurements in a short time frame, then displays the average of those weights, it is acceptable for you to only weigh once. To use this method at your clinic, it must be documented that your scale operates in this way.

Most Common Errors In Measuring Weight Are:

- Outer clothing not removed
- Shoes not removed
- Child weighed with wet or soiled diaper
- Electronic scale not set or tared to zero before weighing
- Units switched to kilogram, not pound
- Quarter pound or tenth of a pound measurements not properly converted
- Child or adult not in center of scale or moving around or holding onto an object or a person
- Using the wrong equipment, such as a bathroom scale
- Poorly maintained equipment
- Equipment not properly calibrated
- Reading & recording measurements incorrectly