



ISSUE DATE: 9/8/2017
TO: WIC Coordinators
FROM: OHA - Oregon WIC Program
SUBJECT: **WIC Policy Update 2017-06**

EXPLANATION:

♦ **595 - Program Integrity: Separation of Duties**

- Policy updated to meet new Separation of Duties as defined by USDA. *The Policy uploaded to the policy manual in February reflected these changes, this is the final one approved by USDA.*
- Separation of duties now requires one person to complete the income verification and another to complete the nutrition/risk assessment.
- The WIC Coordinator or appropriate designee is now required to run the Separation of Duties Report every 2 weeks and audit charts as needed; including all certifications for non-breastfeeding and partially breastfeeding infants and 20% of the remaining certifications on the report.
- Clinics with more than one staff, but with only one person performing eligibility and certification functions, will require the coordinator to audit an addition 10% of those records every 6-months.

♦ **601 - Physical Presence at Certification**

- The option to use the temporary newborn function has been permanently discontinued, and enrolling infants over the phone is no longer approved under any circumstances.
- Physical presence exceptions for new infant certifications are now limited to infants under eight (8) weeks of age who are determined to be medically fragile, and the infant's caregiver is able to come into the clinic and provide the required proof of identity, birth data or data from the infant's most recent visit to the health care provider.

♦ **610 – Required Proofs—Identity, Residency, Income**

- Removed references to Temporary Newborn Certification as this is no longer an allowed procedure. Renumbered.

♦ **650 – WIC Transfers/VOC and WIC Overseas Program**

- Added new section 7.0 to capture the State's procedure when other states request a VOC.
- Removed the Income Determination date from the sample VOC to match current TWIST.

♦ **675 – Risk Criteria Codes and Descriptions**

- Changes reflect risk criteria updates for 2017

♦ **770 – Authorized Foods**

- Added additional Dannon and Mountain High whole milk yogurts and WinCo Foods nonfat and lowfat yogurts. Removed Oat Blenders. Added 100% juice to Langers 64 oz. juice. Added honeycrisp to exceptions for Tree Top 64 oz. juice.

NOTE:

- WIC policies can be viewed online at <http://public.health.oregon.gov/HealthyPeopleFamilies/wic/Pages/wicpolicy.aspx>.
- Call the state WIC office at 971-673-0040 if you have questions about this release.