



ISSUE DATE: 1/10/2020
TO: WIC Coordinators
FROM: Barb McClendon
OHA - Oregon WIC Program
SUBJECT: **WIC Policy Update 2020-01**

MAJOR REVISIONS: *Significant content changes made to these policies. Please review all policies with major revisions.*

- **225 – State Outreach**
 - Updated the outreach materials titles. (2.0)
 - Added reference to NWA membership and the ad campaign, and how that allows access to many WIC resources. (3.0)
- **320 – Fiscal Review of Local Programs**
 - Added OMB Super Circulars as references. (See Relevant Regulations)
 - Revised audit dollar threshold for non-federal entity with federal funding. (1.0)
- **340 – Local Agency Travel Reimbursement**
 - **NEW POLICY:** This policy was developed to support local agency staff development and ensure that local agencies get reimbursed for travel expenses in a timely manner.
- **470 – Local Program Outreach**
 - Took out term "media".
 - Added reference to [Policy 655 - Homeless](#).
 - Listed many ideas of acceptable outreach activities that meet the annual requirement. (2.0)
 - Added specifics on contents of an outreach log. (2.9)
 - Clarified target populations with emphasis on historically underserved populations. (3.1)
 - Added clarification on what is needed in locally developed materials. (5.2)
- **510 – WIC Cardholder Requirements**
 - Added what to do if a cardholder is homeless (3.4).
 - Added information about using a PIN pad (5.0).
- **561 – Program Integrity: Replacement of Food Benefits**
 - Corrected policy reference titles.
 - Added allowable formula replacement circumstances: change in guardianship and participant transfers from another state. (1.0)
- **600 – Certification Overview**
 - Consolidation of policies 600 - Certification Overview and 645 - Certification Periods.
- **655 – Homeless Applicants**
 - Added requirements related to proofs (2.0), VOC (4.0), record keeping of MOUs (6.0) and outreach (11.0).

- **830 – Nutrition Counseling and Services for High-Risk Participants**
 - Clarified the timing of appointments with the RDN/WIC nutritionist. (2.2)
 - Provided additional information on rescheduling high-risk participants who miss an appointment. (2.3)
 - Clarified that the RDN/WIC nutritionist writes a care plan or note for all high-risk participants, even those not seen. (2.4.2)
- **902 – State Provided Laptops, Air Cards and PIN Devices**
 - Policy was modified to include PIN devices. PIN devices will be inventoried at the same time as laptops and air cards. (4.1)

MINOR REVISIONS: *Minor edits, grammatical updates, clarifications, or formatting changes have occurred in these policies*

- **300 – Fiscal Overview**
 - Deleted detailed FDNP operation processes as this is an overview of all fiscal policy.
- **615 – Income Eligibility: Change in Income**
 - Minor formatting updates.
- **616 – Unavailable Proofs**
 - Minor formatting updates.
- **720 – General Information on Formula Use**
 - Minor updates and added links to references.

WIC policies can be viewed online at:

oregon.gov/OHA/PH/HEALTHYPEOPLEFAMILIES/WIC/Pages/wicpolicy.aspx