



ISSUE DATE: October 2, 2020
TO: WIC Coordinators
FROM: Barb McClendon
OHA - Oregon WIC Program
SUBJECT: **WIC Policy Update 2020-04**

MAJOR REVISIONS: *Policies with content changes that impact local agency functions. Please review all policies with major revisions.*

Policy 410 – Administrative Appeals for Local Programs

- Addition of relevant regulation ORS 183
- Addition of definition “Denial” and “Request for hearing”
- Section 1.0 through 4.0 substantial revisions to clarify the different appeal steps, responsibilities, and effective dates when a review of a State WIC Office decision is requested by either an applying local agency or a currently authorized local agency.
- **Action needed:** No action required.

Policy 460 – Program Incentive Items

- Clarified if logo is needed on the promotional/ incentive items or not;
- deleted sippy cup as WIC discourage use it putting in water bottle instead.
- **Action needed:** Review policy before planning outreach purchases.

Policy 616 – Unavailable Proofs

- Clarified that completing the No Proof form is required in 2 situations - eligibility pending or special situations where providing proofs is not possible.
- Added a definition of special situation.
- **Action needed:** Review policy.

Policy 621 – Providing WIC Services During Home Visits

- Updated policy references and clarified that only CPAs can provide quarterly nutrition education contacts in the home.
- **Action needed:** Review policy

Policy 713 – Breastfeeding: Use of Supplemental Formula

- Updated to inclusive language.
- Added definitions for Breastfeeding Self Efficacy and Yield. Used these terms in background and counseling sections.
- Strengthened language about importance of counseling and follow up for continued breastfeeding.
- Added a resource for Risks of Not Breastfeeding and updated resources to newer editions.
- **Action needed:** Review policy.

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

Policy 316 – Quarterly Breakout of Staff Time

- Minor updates.
- Stressed that all staff paid by WIC funds need to do time study.
- Made a few minor grammatical edits.

Policy 330 – Penalty for Underspending Food Budget

- Minor updates.
- Updated dates in the example and made a few minor grammatical edits.

Policy 610 – Required Proofs: Identity, Residency and Income

- Minor formatting and grammar updates.

Policy 613 – Income Eligibility: What Counts as Income?

- Minor formatting and grammar updates.

Policy 650 – WIC Transfers / VOC and WIC Overseas Programs

- Minor changes.
- Updated policy references
- Updated links for WIC Overseas program
- Alignment with policy 655, added definition and Individuals experiencing homelessness shall be provided "No proof" form

WIC policies can be viewed online at:

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

Call the state WIC office at 971-673-0040 if you have questions about this release.