

# 2022 WIC Staff Training Plan

Quarterly In-services	
Training required	Audience
<p><b>Safe Sleep for Oregon’s Infants</b></p> <ul style="list-style-type: none"> <li>Released 1/2022, due 12/30/2022 for CPA staff</li> <li>A training link : <a href="https://www.oregon.gov/oha/PH/HEALTHYPEOPLEFAMILIES/WIC/Pages/InServices.aspx">https://www.oregon.gov/oha/PH/HEALTHYPEOPLEFAMILIES/WIC/Pages/InServices.aspx</a></li> <li>Completion time – about 1 hour</li> <li>Staff will complete this training individually. A group discussion of the concepts at a staff meeting is highly encouraged.</li> </ul>	<ul style="list-style-type: none"> <li>All CPAs must complete by 12/30/2022.</li> <li>May be facilitated by the local agency coordinator, training supervisor or WIC nutritionist.</li> </ul>
<p><b>Update on Dietary Guidelines for Americans</b></p> <ul style="list-style-type: none"> <li>Release TBD. completion due 12/30/2022</li> <li>Recorded presentation with discussion</li> <li>Completion time – about 1 hour</li> <li>Adaptation of presentation by Jamie Stang, PhD, MPH, RDN to LAWN. An overview of the Dietary Guidelines with a focus on the new additions for pregnant women and infants.</li> </ul>	<ul style="list-style-type: none"> <li>All CPAs must complete by 12/30/2022.</li> <li>Must be facilitated by the local agency training supervisor or WIC nutritionist.</li> </ul>
<p><b>Providing Breastfeeding Support in the First Month –</b> <b>Note change in plans</b></p> <ul style="list-style-type: none"> <li>The breastfeeding in-service originally planned for this fall is being postponed until 2023, to coincide with the OTIS roll out.</li> </ul>	<ul style="list-style-type: none"> <li>This in-service will not be replaced in 2022.</li> </ul>
<p><b>2022 Risk Updates</b> <b>Note change in plans</b></p> <ul style="list-style-type: none"> <li>There is no 2022 Risk Update.</li> <li>Waiting on FNS guidance.</li> </ul>	<ul style="list-style-type: none"> <li>N/A</li> </ul>
<p><b>Optional: FNS Breastfeeding Update Session 1</b> <b>Note change in plans</b></p> <ul style="list-style-type: none"> <li>Live Webinar: FNS Breastfeeding Update Session One 10/4/2022</li> <li>Recorded session available in Workday Learning</li> </ul> <p>This may be used as an in-service. To do so, all staff must either attend the live webinar or complete the recorded option by 12/31/2022</p>	<ul style="list-style-type: none"> <li>Complete by 12/31/2022</li> </ul>

<b>Annual Training Requirements</b>	
<b>Training required</b>	<b>Audience</b>
<b>Civil Rights refresher</b> <ul style="list-style-type: none"> <li>Online module to be taken independently on Workday Learning.</li> </ul>	<ul style="list-style-type: none"> <li>All WIC Staff must complete by 12/30/2022</li> <li>Self-study module</li> </ul>
<b>2022 Nutrition Services Plan</b>	
<b>Breastfeeding Goal:</b> To prepare and support participants during the early weeks of breastfeeding.	
<ul style="list-style-type: none"> <li><i>Breastfeeding Assessment Tool</i> released in March 2022.</li> <li>This checklist will help local agency staff to assess what breastfeeding education is currently being provided to participants in the third trimester to help prepare them for breastfeeding, especially in this remote environment when few breastfeeding groups are taking place.</li> <li>Staff will determine one strategy to improve the breastfeeding education offered, using ideas from the assessment.</li> <li>The breastfeeding coordinator will complete the assessment with input from certifiers and record the strategy that staff will work on for the remainder of the year.</li> <li>Detailed instructions provided on the <i>Breastfeeding Assessment Tool</i>.</li> </ul>	<ul style="list-style-type: none"> <li>The completed assessment is to be returned to the state agency by <b>Friday, 5/6/2022</b>.</li> <li>The strategy selected is to be completed by Friday, 12/30/2022.</li> </ul>
<b>Counseling Goal:</b> To develop self-care practices that decrease stress in the work environment.	
<ul style="list-style-type: none"> <li><i>Compassion Fatigue Toolkit</i> released Thursday 3/17/2022 during Training Supervisors Forum.</li> <li>This toolkit contains many resources designed to assist local Training Supervisors with planning and implementing a group activity for staff in their agency.</li> <li>Files available to download from Workday Learning.</li> </ul>	<ul style="list-style-type: none"> <li>Complete by Friday, 12/30/2022</li> </ul>
<b>Staff Training and Online Courses</b>	
<b>Training</b>	<b>Audience</b>
<b>2022 WIC Breastfeeding Training</b> <ul style="list-style-type: none"> <li>Required for all WIC staff. The number of sessions varies by role</li> <li>Sessions scheduled for October 4, 2022, through January 10, 2023</li> <li>A remote-live training.</li> </ul>	<ul style="list-style-type: none"> <li>Required for all WIC staff</li> <li>Facilitator provided by the state agency.</li> <li>To be completed by 2/28/2023.</li> </ul>
<b>Breastfeeding Level 3 Training</b> <ul style="list-style-type: none"> <li>This training will sunset in 2022.</li> <li>Those already enrolled should plan to complete by October 2022.</li> </ul>	
<b>Participant Centered Services</b> <ul style="list-style-type: none"> <li>Release date: TBD</li> <li>A revision of the introduction to participant centered services broken in to three modules. Online modules with reflection and knowledge check activities. Final post test after completion of all three modules.</li> </ul>	<ul style="list-style-type: none"> <li>New staff and anyone needing a refresher on Participant Centered Services.</li> </ul>

<b>Training for Leadership Positions</b>	
<b>Training</b>	<b>Audience</b>
<b>OWCA Presentations</b> <ul style="list-style-type: none"> <li>TBD</li> </ul>	<ul style="list-style-type: none"> <li>Recommend all coordinators attend OWCA.</li> </ul>
<b>WIC Fiscal 101</b> <ul style="list-style-type: none"> <li>One-hour webinar on 3/7/2022 and 8/18/2022, or review with assigned nutrition consultant.</li> <li><a href="#">Webinar slides</a> are available on our website.</li> <li>Overview of WIC funding and expenditure requirements.</li> </ul>	<ul style="list-style-type: none"> <li>Recommended for all new coordinators or fiscal staff</li> </ul>