



Required Elements of a WIC Certification

Participant centered services impact the effectiveness of our interactions with participants. This has a positive influence on the way we conduct certifications but does not change the required elements of the certification process. The outcome of each certification is to determine eligibility for WIC participation, to assess nutrition risk and offer benefits to eligible participants in the form of personalized nutrition education, food vouchers and referrals. Certification activities include those completed in partnership with the participant and those completed behind the scenes. Listed below are the required elements for a certification.

Consider what participant centered technique you might use during these certification activities.

Full Assessment

Check-In	Examples Using PC Skills	Your Ideas
Obtain proof of income, residence and identity	What proofs have you brought with you today?	
Review rights and responsibilities	What questions do you have about your rights?	
Obtain signature on participant signature form	Before you sign this form, please read about your rights and let me know if you have any questions.	
Offer voter registration to women participants	If you are not registered to vote where you live now, would you like to register here today?	

Risk Assessment

Obtain accurate weights and measurements	Should we start with the length or weight today?	
Obtain accurate hemoglobin values in appropriate timeframes	It's time to check your iron count with a finger prick. Which hand would you like me to use?	
Screen immunization status from 3 to 24 months of age	What are your plans for immunizing Johnny?	
Obtain answers to mandatory questions on questionnaires	There are several questions I'm required to ask everyone during a WIC certification. Is it ok if we get started?	
Assess participant knowledge, strengths and barriers	What have you tried already?	
Select appropriate risks	(Behind the scenes)	

Counseling

Nutrition Education and referrals

Offer OHP referral if appropriate	What have you heard about Oregon Health Plan?	
Promote breastfeeding to pregnant women	How are you planning to feed your baby when he or she is born?	
Offer nutrition education appropriate for the participant	Would you be interested in hearing how other moms have handled that?	
Offer opportunity to identify next steps	What do you think you might want to try next?	
Confirm program eligibility for specified length of time and connect participation to desired health outcomes.	<p>We are going to certify Johnny for 6 months so we can continue to follow him and support you with his nutrition needs.</p> <p>We are enrolling you on WIC today until the end of your pregnancy to provide you with nutritious food and information to help you have a healthy baby.</p>	
Offer second nutrition education contact appropriate for participant	We have a great breastfeeding group where moms get together and share their experiences. Would you be interested in participating?	
Refer high risk participants to the RD	I'd like to schedule you for a special visit with the nutritionist. She can answer your questions about your diabetes. How does that sound?	
Prescribe a food package	(Behind the scenes)	
Explain voucher use	What do you know about using WIC vouchers?	

Documentation and Voucher Issuance

Document risk justification as needed	(Behind the scenes)	
Document NE provided	(Behind the scenes)	
Document high risk care plan as needed	(Behind the scenes)	
Document next steps	(Behind the scenes)	
Document appointment attendance	(Behind the scenes)	
Print vouchers	(Behind the scenes)	
Obtain signature on the voucher stub	Thanks for signing all those!	