



WIC Policy Update 2026-10

Issue date: 10/01/2026

To: WIC Coordinators

From: OHA – Oregon WIC Program

Major Revisions

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

620 – WIC Services for Employees, Relatives, and Friends

- Changed the name of the policy
- Added reference to Oregon WIC's policy 595 - separation of duties.
- Created a separate process for certifying coworkers:
 - Staff can now certify and issue benefits to co-workers when the separation of duties procedure is followed.
 - Reviews are not required when the certification is completed by the WIC coordinator or agency administrator.
- Added clarifying language for when a review is required by a WIC coordinator or agency administrator.
- Added clarifying language about the review process.
- Updated language to be consistent throughout the policy.
- **Action Needed:**
 - Review policy. Review local procedure on certifications and issuance of benefits and eWIC cards for employees and revise as appropriate.
 - Review policy and local procedure with agency staff.

Minor Revisions

Minor edits, grammatical updates, clarifications, and/or formatting changes have occurred in these policies.

215 – Local Program Monitoring and Review

- Minor changes made around organization, clarification of and updates to processes as needed, and updates to resources.

760 – Medical Formulas

- Updated PPM references
- Changed link to formula mixing hand out
- Clarified section 4.1- a full care plan is not required by the RD if the participant is not high risk
- Updated section 5.1- one month of issuance for a medical formula is not allowed without an MDF or a verbal order
- Appendix- added FTT as acceptable diagnosis for medical formula
- Updated definitions

840 – Documentation for Nutrition-Focused Education and Counseling

- Updated to incorporate ARPA guidance.
- Removed language that requires certifiers to indicate why a remote appointment was completed.
- Removed sections that discussed documentation requirements for appointments that are not nutrition education focused. These are covered in other policies.
- Removed language that requires two-way communication with the participant to issue one month's worth of benefits and to reschedule a missed nutrition education appointment.
- Clarified that nutrition education is documented in the NE drop down screen.

- Removed section about high risk participants as this is covered in policy 661.

901 – TWIST Data System Security

- Deleted Appendix A (and references to it)
- Added relevant CFR references around confidentiality.
- Added item under Security of TWIST reports about storing confidential data electronically.
- **Action Needed:**
 - Review policies.

WIC policies can be viewed online at: [Oregon WIC Policy and Procedure Manual \(PPM\)](#). Call the state WIC office at 971-673-0040 if you have questions about this release.