



Guidance for Completing the 2022 Nutrition Services Plan (NSP)

Overview

2021 was another unusual year in WIC. Due to the Covid-19 pandemic which altered services beginning in March 2020, WIC continues to provide services remotely, under USDA waivers. Many local WIC agencies are short-staffed because colleagues are helping with Covid-19 related duties or have become ill or been exposed to Covid and need to quarantine. To make things easier, the goals and objectives in the 2022 Nutrition Services Plan have been developed for you. Activities have been selected, while still offering flexibility in implementation.

The 2022 NSP has 4 goals – 3 required goals and 1 optional.

1. The breastfeeding goal focuses on strengthening the education provided to parents in late pregnancy, to prepare them for breastfeeding during the early postpartum period.
 - A Breastfeeding Assessment Tool developed by state staff will be sent to you in the first quarter of 2022.
 - Complete the Assessment and record a breastfeeding strategy on which to focus for the remainder of the year.
 - Return the completed Assessment to bonnie.ranno@dhsosha.state.or.us by **May 6, 2022**.
2. The counseling goal is centered on the *counselor* – recognizing compassion fatigue and the practice of self-care techniques.
 - A Facilitator's Guide will be developed by state staff and sent out in the first quarter of 2022. This guide will provide the Training Supervisor with a variety of resources on compassion fatigue, vicarious trauma, resiliency, and methods of self-care.
3. The nutrition education goal involves learning more about the 2020-2025 Dietary Guidelines, including the new recommendations for pregnant/breastfeeding parents and children under age two.
 - Resources are available on the Dietary Guidelines website:
<https://www.dietaryguidelines.gov/>
 - Your RDN can select a webinar for staff to view from the following list:
 - Possible presentation offered by the state (not yet confirmed)
 - *Dietary Guidelines for Americans, 2020-2025 – Launch Event* 12/29/2020
Link to recording and slides: (scroll to bottom of page)
<https://www.dietaryguidelines.gov/resources/2020-2025-dietary-guidelines-online-materials>
 - *The 2020 Dietary Guidelines for Americans – New Revisions and Uses*
Presented by Dr. Sharon Donovan on 1/21/2021.
<https://militaryfamilieslearningnetwork.org/event/79976/>
 - Western MCH Nutrition Leadership Network Webinar
“New Findings and DGAC Recommendations on What and When to Feed Infants and Toddlers and for Women Who are Pregnant or Lactating” Presented 4/7/2021 by Rachel Novotny
<https://mchnutritionpartners.ucla.edu/nln-annual-meetings/western-mch-nutrition-leadership-network-meeting-2021/>



- Interested in using a Dietary Guidelines webinar that is not on this list? That is fine if you get pre-approval from your Nutrition Consultant.
4. Whether you select an optional goal is up to you. If interested, you may choose to develop a new goal or continue one from your 2021 NSP. Some possible ideas include:
- Reaching out to underserved or high-risk populations in your area, such as minorities, migrants, employed, pregnant teens, disabled or homeless.
 - Revising the referral data base with updated partner information.
 - Updating your agency's handouts used for referring participants to breastfeeding, housing, food resources, Head Start, OB/GYNs, pediatricians and other identified community resources.
 - Connecting with community partners to share messaging about how WIC is providing safe services as the pandemic continues.

Steps for completing the 2022 NSP

1. WIC Coordinators receive and review the *2022 NSP*, noting the areas of focus.
2. WIC Coordinators share the *2022 NSP* with the Breastfeeding Coordinator, Training Supervisor and the RDN. These leaders will each facilitate the completion of one of the required goals.
3. Meet with agency staff to share the *2022 NSP*.
4. Determine whether to include or carry over an optional goal, objective and activity.
5. Complete the top section of the *2022 NSP* form that identifies the agency. Check the box indicating that the plan has been shared with staff. If an optional goal is selected, check that box on the form. Nothing else needs to be filled in before submission.
6. Save the *2022 NSP* in your files.
7. Send an email to Bonnie and **attach** the saved *2022 NSP*. Do not fax the form due to remote work. The form is due on or before **Friday, December 10, 2021**. If you do not receive a confirmation email within 3 business days, contact Bonnie:
Email: bonnie.ranno@dhsosha.state.or.us Phone: (971) 217-4864
8. Your Nutrition Consultant will be notified when your 2022 NSP is received. There is no “approval process” this year.
9. The time frame for implementing your NSP is from January 4 – December 30, 2022.
10. You will receive an **Evaluation** for your *2021 NSP* in January 2022. A list of completed in-services for 2021 is no longer required, as this is covered during the biennial review process. The 2021 Evaluation will be due on or before Monday, February 28, 2022.
11. The **Evaluation** of the *2022 NSP* will be sent in January 2023, due back February 28, 2023.



In-Service Trainings

The state agency will be providing at least three in-service trainings for 2022 – see chart below – in addition to the annual Civil Rights Training or other in-services provided by the local agency. Training Supervisors are expected to keep track of all in-service trainings provided to local agency staff. Include the date, topic, and signatures of those who attended, as well as the completion dates for staff who missed the original training. Save these records in paper form or electronically, as they will be reviewed by the WIC Compliance Reviewer during your agency’s Biennial WIC Review. **A list of completed in-services will no longer be required as part of the Nutrition Services Plan Evaluation.**

In-Service	Topic *	Target Audience	Release Date*	Due Date
1	<i>Safe Sleep for Oregon’s Infants</i> (developed by DHS) Training Link will be emailed to local agencies in January 2022. Staff will complete this training individually, although a group discussion of the concepts at a staff meeting is encouraged.	CPAs	1/2022	12/30/2022
2	Possible webinar or in-service on the 2020-2025 Dietary Guidelines, focusing on the WIC environment. <i>This has not yet been confirmed.</i> (If this is not available, an alternate list of webinars is listed in the 2022 NSP Guidance.)	CPAs	TBD	12/30/2022
3	<i>Providing Breastfeeding Support in the First Month</i> (State-developed training to be determined)	CPAs	8/2022	12/30/2022
4	<i>Introducing OTIS</i> – Focusing on operational features that improve interactions with participants	All staff	TBD	12/30/2022

* Titles and dates are subject to modification

Calendar

2021

- Now - Dec 10 Review 2022 NSP with staff
- **December 10** **Return 2022 NSP on or before this date**

2022

- January 4 **2022 NSP implementation begins**
- January 21 Information on completing the 2021 NSP Evaluation sent out
- January 31 Link to Safe Sleep training sent to local agencies
- February 28 **Evaluation of 2021 NSP due**
- March 31 BF Assessment and Facilitator’s Guide Resources sent out (no later than the end of the first quarter)
- December 30 **2022 NSP ends**

2023

- January 20 Information on completing the 2022 NSP Evaluation sent out
- February 28 **Evaluation of 2022 NSP due**