



# Alaska WIC Policy

## Chapter 3: Supplemental Foods

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<b>Policy Title</b>	<b>SUPPLEMENTAL FOOD PRESCRIPTIONS</b>	<b>Item</b>	<b>SUPPLEMENTAL FOOD PRESCRIPTIONS</b>
<b>Policy Number</b>	SFP 1.0	<b>Effective Date</b>	October 1, 2014

### Purpose

To provide the considerations a WIC CPA makes when prescribing and documenting issuance of WIC supplemental foods to a WIC Participant, to assure the participant’s dietary needs are met as well as federal regulations, in regards to allowed food types, maximum allowed quantities, participant instruction and documentation.

### Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### Policy

#### Supplemental Food Prescriptions

Local Agency CPAs prescribe authorized supplemental foods in appropriate quantities, taking into consideration a participant’s age and dietary needs. They will explain the use of WIC warrants and cash-value vouchers (CVV) for food purchases, and tailor food packages for individual client’s needs and cultural accommodation, as desired. Local Agencies are responsible for verifying and documenting food packages for participants with special needs and obtain medical documentation for the issuance of any supplemental foods requiring medical documentation. Food packages issued must not exceed the maximum allowable amounts as prescribed by Federal regulations.

Supplemental foods means those foods containing nutrients determined by nutrition research to be lacking in the diets of pregnant, breastfeeding and postpartum women, infants, and children. These supplemental foods promote the health of the WIC participant as indicated by relevant nutrition science, public health concerns, and cultural eating patterns. The amounts of supplemental food prescribed must not exceed the maximum

quantities specified in the food package regulations. Participants will be instructed, when appropriate, that the supplemental foods issued are only for their personal use. However, the supplemental foods are not authorized for participant use while hospitalized on an in-patient basis. In addition, supplemental foods are not authorized for use in the preparation of meals served in a communal food service. This restriction does not preclude the provision or use of supplemental foods for individual participants in a nonresidential setting (e.g., child care facility, family day care home, school, or other educational



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program); a homeless facility or, at the State WIC Office discretion, a residential institution (e.g., home for pregnant teens, prison, or residential drug treatment center).



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<b>Policy Title</b>	<b>FOOD AUTHORIZATION STANDARDS</b>	<b>Item</b>	<b>FOOD AUTHORIZATION STANDARDS</b>
<b>Policy Number</b>	SFP 2.0	<b>Effective Date</b>	10/1/2014

## Purpose

To describe the standards used to determine if a food meets the requirements to be a WIC allowed food.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Food Authorization Standards

Many different foods are authorized for use in participant food package prescriptions. The authorized food list may change from time to time, so it is best to check the current list for possible changes, particularly for items such as cereals. Some foods, such as baked beans, are authorized only when specified on the warrant. Organic fruits and vegetables will be allowed with the Cash Value Voucher. No other organic foods will be allowed. See the WIC Food List for a detailed allowable food list with specifications.

Federal regulations specify minimum requirements for foods to be authorized for WIC Food Packages. Minimum requirements are specified in Part II, Department of Agriculture, Food and Nutrition Services, **Federal Regulations:** Final Food Rule, 7 CFR 246.10(e), Dated March 4, 2014, effective May 5, 2014.

These food standards and all food packages will be implemented **October 1, 2014**. The Alaska WIC Program has established additional standards to further define authorized foods.

The standards are intended to provide guidance in authorizing additional foods, maintaining or decreasing food costs, and assuring that WIC authorized foods promote health as supported by current scientific literature.

All forms of an authorized product marketed under a manufacturer's label must meet all standards. If a similar, non-qualifying product is marketed along with a qualifying product, creating undue potential for confusion, the qualifying product will not be authorized. An exception may be authorized if the disqualification of a product would create an unnecessary hardship for participants.



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The product form or marketing approach must not be obviously inconsistent with the promotion of good nutrition or education.

The product must be commercially made and widely available in Alaska.



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<b>Policy Title</b>	<b>INFANT FORMULA STANDARDS</b>	<b>Item</b>	<b>INFANT FORMULA STANDARDS</b>
<b>Policy Number</b>	SFP 3.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### Purpose

To describe the standards used to determine if an infant formula meets the requirements to be an allowed WIC formula.

### Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### Policy

#### Infant Formula Standards

Iron-fortified, concentrated, powdered, or ready-to-feed primary contract infant formulas as printed on WIC warrants. Formula must contain at least 10 mg Fe per liter and 20 kcal/oz. No low iron formulas are allowed.

Non-contract formula is authorized only if printed on warrant. Due to cost containment measures, Local Agencies are required to use contract formulas as much as possible in order that Alaska WIC can receive rebates and serve more participants in need. Infant formula is the most expensive food WIC provides, cost savings are maximized each time rebated formula is issued.

The State WIC Office will monitor formula usage and counsel Local Agencies with non-contract formula usage of more than 5%. During Management Evaluations, chart reviews will focus on the adequacy of documentation for exceptions to the issuance of rebated formula.



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<b>Policy Title</b>	<b>ISSUANCE OF READY-TO-FEED INFANT FORMULAS</b>	<b>Item</b>	<b>ISSUANCE OF READY-TO-FEED INFANT FORMULAS</b>
<b>Policy Number</b>	SFP 3.1	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To describe the situations for which a WIC CPA may prescribe ready-to-feed infant formula to a WIC infant.

### **Authority**

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### **Policy**

#### **Issuance Ready-to-Feed Infant Formula**

WIC formulas may be authorized when the competent professional authority determines and documents that:

#### **For Food Package I and II**

- The participant's household has an unsanitary or restricted water supply or poor refrigeration;
- The person caring for the participant may have difficulty diluting concentrated or powder forms correctly; or
- The WIC infant formula is only available in ready-to-feed.

#### **For Food package III**

- If a ready-to-feed form better accommodates the participant's condition; or
- If it improves the participant's compliance in consuming the prescribed WIC formula.



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<b>Policy Title</b>	<b>MAIL ORDER VENDOR PROCESS (MOV)</b>	<b>Item</b>	<b>MAIL ORDER VENDORS PROCESS (MOV)</b>
<b>Policy Number</b>	SFP 4.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### Purpose

To describe the process used to deliver WIC foods, through the mail system, to WIC participants who do not have local access to a WIC authorized vendor/store.

### Authority

Federal Regulations: 7CFR Ch. II (1-1-12 Edition)

- Subpart B- State and Local Agency Eligibility- State Plan
  - 246.4(a)(22)
    - page 361

Federal Regulations: 7CFR Ch. II (1-1-12 Edition)

- Subpart E- State Agency Provisions
  - 246.12(r)(4)
    - page 419

### Policy

#### Mail Order Vendors Process (MOV)

MOV stands for Mail Order Vendor. Participants without access to stores that are authorized WIC vendors receive WIC foods by mail instead of being issued warrants for shopping at stores. There are separate food packages for MOV orders and they may contain different food items than printed warrants. When the Local Agency prescribes a food package, they indicate in the AKWIC system that it is an MOV food package and the order is automatically sent to the vendor.

Currently, one of the Fred Meyer stores in Anchorage has the contract to fill and ship MOV orders directly to participants. MOV food packages contain non-perishable food items suitable for mailing such as dry, evaporated or UHT milk, canned salmon, dried eggs, canned fruits and vegetables, whole grain bread, whole grain soft corn tortilla and, soy beverage, and tofu. The State WIC Office develops an annual rotation schedule that tells the vendor what quantities, types and brands of food to ship each month. Participants who receive MOV food boxes do not get to choose the specific kinds of cereal, cheese, juice or beans they receive, but there are different choices of food packages available for the Local Agency to prescribe. Questions or problems relating to MOV orders should be directed to the Vendor Coordinator at the State WIC Office.



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<b>Policy Title</b>	<b>FOOD PACKAGE TYPES</b>	<b>Item</b>	<b>FOOD PACKAGE TYPES</b>
<b>Policy Number</b>	SFP 5.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To describe the seven types of food packages available for issuance to the different WIC client types.

### **Authority**

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### **Policy**

#### **Food Package Types**

There are seven “food packages” available under the WIC Program which may be provided to participants. A food package is the maximum amount and types of foods which can be prescribed for a single participant per 28 to 31 day period. The authorized supplemental foods must be prescribed in these food packages according to the category and nutritional need of each participant.

Only state staff can access the Vendor module to generate Compliance Buy food instruments for all client types. Both, state and local agency staff can do compliance buys. State staff needs to mail compliance buy food instruments to the local agencies.

The policies that follow, describe the food packages and maximum quantities for a 28 to 31 day period for each category of participants:



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<b>Policy Title</b>	<b>FOOD PACKAGES FOR INFANTS 0-1 MONTH</b>	<b>Item</b>	<b>FODO PACKAGES FOR INFANTS 0-1 MONTH</b>
<b>Policy Number</b>		<b>Effective Date</b>	October 1, 2014

### Purpose

To describe the options for supporting breastfeeding to partially breastfed infant in the first month.

### Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

Alaska State WIC office

### Policy

Food packages for infants and women are designed to strengthen WIC’s breastfeeding promotion and support efforts and provide additional incentives to assist mothers in making decisions to initiate or continue breastfeeding. The provisions disallow routine issuance of formula to partially breastfeeding infants in the first month after birth to help mothers establish milk production and the help strengthen the breastfeeding relationship. Breastfeeding women who do not exclusively breastfeed are to be supported in continuing to breastfeed to the maximum extent possible through minimum supplementation with infant formula. Appropriate counseling and support to mothers is critical to the success of the new food packages for breastfeeding mothers and their infants.

There are three categories in the first month: exclusive breastfeeding, partially (mostly) breastfeeding, and fully formula feeding.

1. **Exclusive breastfeeding:** This rule is designed to support the intent of the WIC Program that all women be supported in exclusively breastfeeding their infants. Mothers who choose to breastfeed deserve support and education to feel confident and be successful. The infant in this dyad does not receive formula from the WIC program, and the mother receives a package with the largest amount of food and most variety.
2. **Partially (mostly) breastfeeding:** Breastfeeding assessment and the mother’s plans for breastfeeding serve as the basis for determining food package issuance. For breastfeeding



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women who do not receive the fully breastfeeding package, WIC staff are expected to individually tailor the amount of formula based on the assessed needs of the breastfeeding infant. The food packages for the partially (mostly) breastfeeding pair are designed to provide for the supplemental nutritional needs, provide minimal formula supplementation to help mothers maintain milk production, and provide incentives for continued breastfeeding by way of a larger variety and quantity of food than the full formula/postpartum package. One can of formula is the maximum that can be issued, after assessment, to a partially breastfeeding mother in the first month on a case by case basis. Breastfed infants should not receive more than one can in order to maintain the mother's milk supply.

3. **Fully Formula Fed:** Full nutritional benefit for infants who are not breastfed. Appropriate counseling and support should be provided to minimize the number of infants getting the full formula package.



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<b>Policy Title</b>	<b>FOOD PACKAGE I: INFANTS 0-5 MONTHS</b>	<b>Item</b>	<b>FOOD PACKAGE I: INFANTS 0-5 MONTHS</b>
<b>Policy Number</b>	SFP 5.1	<b>Effective Date</b>	October 1, 2014

### **Purpose**

To describe, Food Package I, the food package type that may be prescribed to a WIC infant, 0-5 months of age.

### **Authority**

Federal Regulations: Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

Alaska State WIC office

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### **Policy**

#### **Food Package I: Infants 0-5 months**

This food package is designed for issuance to infant participants from birth to 5 months who do not have a condition qualifying them to receive Food Package III. Infant formula I is the only category of supplemental foods authorized in this food package.

#### **a) Birth to one month:**

Three infant feeding options are available during the first month after birth--fully breastfeeding, i.e., the infant receives no infant formula from the WIC Program; partially (mostly) breastfeeding; or fully formula-feeding..

#### **b) One through 5 months:**

Three infant feeding options are available from 1 mo. through 5 mo.--fully breastfeeding, fully formula-feeding, or partially breastfeeding, i.e., the infant is breastfed but also receives infant formula from the WIC Program in an amount not to exceed approximately half the amount of infant formula allowed for a fully formula fed infant. This food package provides authorized iron-fortified infant formula that is not an exempt formula.



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The table below provides a summary of Food Package I.

Summary of Food Package 1

	<b>Fully Formula Fed</b>	<b>Partially Breastfed</b>	<b>Fully Breastfed</b>
Ages	A: 0-3 months B: 4-5 months	A: 0-1 month B: 1-3 months <sup>1</sup> C: 4-5 months	0-5 months
WIC Formula <sup>3,5,7</sup>	A: FNB=806 fl. oz. MMA=823fl oz reconstituted liquid concentrate or 832 fl oz. RTF or 870 fl. oz. reconstituted powder B: FNB= 884 fl oz, MMA=896 fl oz reconstituted liquid concentrate or 913 fl oz. RTF or 960 fl oz. reconstituted powder.	A: Breastmilk, maximum one can formula after assessment 104 fl oz reconstituted powder B: FNB= 364 fl oz. MMA= 388 fl oz reconstituted liquid Concentrate, or 384 fl oz. RTF, or 435 fl oz. reconstituted powder C: FNB=442 fl oz. MMA=460 fl oz reconstituted liquid concentrate or 474 fl oz. RTF or 522 fl oz. reconstituted powder	Breastmilk provided by mother
	<b>Fully Formula Fed</b>	<b>Partially Breastfed</b>	<b>Fully Breastfed</b>
Ages	A: 0-3 months B: 4-5 months	A: 0-1 month B: 1-3 months <sup>1</sup> C: 4-5 months	0-5 months
WIC Formula <sup>3,5,7</sup>	A: FNB= 806 fl. oz. MMA= 823 fl oz reconstituted liquid concentrate or 832 fl oz. RTF or 870 fl. oz. reconstituted powder. B:FNB= 884 fl oz MMA=896 fl oz. reconstituted liquid concentrate or 913 fl oz. RTF or 960 fl oz. Reconstituted powder.	A: Breastmilk, no formula B: FNB= 364 fl oz MMA= 388 fl oz. reconstituted liquid Concentrate, or 384 fl oz. RTF, or 435 fl oz. reconstituted powder. <sup>1</sup> C: FNB= 442 fl oz, MMA= 460 fl oz. reconstituted liquid concentrate or 474 fl oz. RTF or 522 fl. oz. reconstituted powder	Breastmilk provided by mother

Table Notes

*(Abbreviations in order of appearance on table): FF= fully formula fed, BF/FF= partially(mostly) breastfed; BF= Fully breastfed; RTF = ready to feed; FNB= full nutritional benefit; MMA= maximum monthly allowance)*

*(1) Powdered form of formula is recommended for partially breastfeeding infants 1-3 months old.*

*(2) Only infant formula may be issued for infants in Food Package I.*

*(3) The maximum monthly allowance is specified in reconstituted fluid ounces for liquid concentrate,*

*RTF liquid, and powder forms of infant formula*

*(4) Reconstituted fluid ounce is the form prepared for consumption as directed on the container.*

*(5) If powder infant formula is provided, Local Agencies must provide at least the number of reconstituted fluid ounces as the maximum allowance for the liquid concentrate form of the same product in the same Food Package up to the maximum monthly allowance for powder.*

*(6) Local Agencies must issue whole containers that are all the same size.*



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<b>Policy Title</b>	<b>FOOD PACKAGE II: INFANTS 6-11 MONTHS</b>	<b>Item</b>	<b>FOOD PACKAGE II: INFANTS 6-11 MONTHS</b>
<b>Policy Number</b>	SFP 5.2	<b>Effective Date</b>	October 1, 2014

### **Purpose**

To describe, Food Package II, the food package type that may be prescribed to a WIC infant, from 6-11 months of age.

### **Authority**

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### **Policy**

#### **Food Package II: Infants 6-11 Months**

This food package is designed for issuance to infant participants from 6 through 11 months of age who do not have a condition qualifying them to receive Food Package III.

Infant feeding options: Three infant feeding options are available--fully breastfeeding, fully formula-feeding, or partially breastfeeding.

Infant formula requirements: The requirements for issuance of infant formula in Food Package I also apply to the issuance of infant formula in Food Package II.

Infant formula, infant fruits and vegetables, infant meat, and infant cereal are the categories of supplemental foods authorized in this food package.

The table below provides a summary of Food Package II.

Summary of Food Package II

	Fully formula fed	Partially Breastfed	Fully Breastfed
WIC formula 1,2,3,4	FNB= 624 fl oz MMA= 630 fl oz reconstituted liquid concentrate or 643 fl oz RTF or 696 fl oz reconstituted Powder	FNB= 312 fl oz MMA= 315 fl oz reconstituted liquid concentrate or 338 fl oz RTF or 384 fl oz reconstituted Powder	Breastmilk
Infant cereal <sup>6</sup>	24 oz.	24 oz.	24 oz.
Infant fruits and vegetables <sup>6</sup>	128 oz. Fresh banana may replace up to 16 ounces of infant food fruit at a rate of one banana per four ounces of infant food fruit.	128 oz. Fresh banana may replace up to 16 ounces of infant food fruit at a rate of one banana per four ounces of infant food fruit.	256 oz. Fresh banana may replace up to 16 ounces of infant food fruit at a rate of one banana per four ounces of infant food fruit.
Infant meat <sup>6</sup>			77.5 oz.

*Table Notes*

*(1)The maximum monthly allowance is specified in reconstituted fluid ounces for liquid concentrate, RTF liquid, and powder forms of infant formula.*

*(2)Reconstituted fluid ounce is the form prepared for consumption as directed on the container.*

*(3) If powder infant formula is provided, Local Agencies must provide at least the number of reconstituted fluid ounces as the maximum allowance for the liquid concentrate form of the same product in the same Food Package up to the maximum monthly allowance for powder.*

*(4)Local Agencies must issue whole formula containers that are all the same size.*

*(5)Local Agencies may round up and disperse whole containers of infant formula over the food package timeframe to allow participants to receive the full authorized nutritional benefit (FNB).*

*(6)Local Agencies may round up and disperse whole containers of infant foods (infant cereal, fruits and vegetables, and meat) over the Food Package timeframe.*

<b>Policy Title</b>	<b>CASH VALUE VOUCHERS FOR INFANTS 9 TO 11 MONTHS</b>	<b>Item</b>	<b>CASH VALUE VOUCHERS FOR INFANTS 9 TO 11 MONTHS</b>
<b>Policy Number</b>		<b>Effective Date</b>	July 20, 2015

## Purpose

To Describe the steps in prescribing a cash value vouchers to infants age 9-11 months in lieu of infant jarred commercial fruits and vegetables.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246,

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

FNS Infant Nutrition and Feeding Guide – Food and Nutrition Service, 2009. Infant Nutrition and Feeding: A Guide for Use in the WIC and CSF Programs.

<http://www.nal.usda.gov/wicworks/Topics/FG/CompleteIFG.pdf>

Alaska State WIC office

## Policy

### Prescribing Cash Value Vouchers to Infants 9-11 months

Jarred infant foods (fruits, vegetables, and meats) are provided to infants age 6-11 months in Food Packages II and III. These foods are provided to ensure that infants receive and consume fruits and vegetables in developmentally appropriate textures and in a variety of flavors. Food safety and nutritional content were also considerations in providing jarred foods- and in ensuring that the infant is the family member eating the food.

This provision allows prescription of a portion of the fruit and vegetable benefit as foods for older infants which are developmentally appropriate as these infants transition into toddler foods. This provision also allows a decrease in the amount of jarred foods for older infants, as the amount was excessive for some older infants who are progressing in their feeding skills and progressing from infants foods to table foods consumed during family meals.

The FNS Feeding Guide indicates that around 9 months of age most infants are ready to consume foods of increased texture and consistency. Such consistency should progress from pureed to ground to fork mashed and eventually to diced.

For partially breastfed infants and fully formula fed infants receiving Food Package II or III,, participants may opt to receive a \$4 cash-value voucher plus 64 oz of infant jarred fruits and vegetables. Fully breastfeeding infants may receive an \$8 cash-value voucher and 128 oz of infant fruits and vegetables.

A cash value voucher may only be provided to the participant only after a thorough assessment by the CPA or RD. The CPA or RD must ensure that appropriate nutrition education is provided to the caregiver, addressing safe food preparation, storage techniques and feeding practices to make certain participants are meeting the infant's nutritional needs in a safe and effective manner.

The cash value voucher may not be provided to infants categorically. Receiving a cash value voucher is optional and the caregiver of the participant must have the option to receive either jarred foods or a combination of jarred foods and fruit and vegetable voucher.



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<b>Policy Title</b>	<b>FOOD PACKAGE III: INFANTS/CHILDREN/WOMEN WITH SPECIAL DIETARY NEEDS</b>	<b>Item</b>	<b>FOOD PACKAGE III: INFANTS/CHILDREN/WOMEN WITH SPECIAL DIETARY NEEDS</b>
<b>Policy Number</b>	SFP 5.3	<b>Effective Date</b>	April 1, 2015

### Purpose

To describe, Food Package III, the food package type that may be prescribed to WIC infants, children and women with special dietary needs.

### Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### Policy

#### **Food Package III: Infants/Children/Women with Special Dietary Needs**

Women, infants, and children with special dietary needs may receive Food Package III if a health care provider determines that the participant has a medical condition which precludes or restricts the use of conventional foods and necessitates the use of a formula. These conditions include but are not limited to, metabolic disorders, inborn errors of amino acid metabolism, gastrointestinal disorders, malabsorption syndrome and allergies. These supplemental foods should not be authorized solely for the purpose of enhancing nutrient intake or managing body weight of children and women participants. Documentation of the health care provider's determination of the need for a formula and the specific formula prescribed must be included in the participant's file.

This food package is not authorized for infants whose only condition is a diagnosed formula intolerance or food allergy to lactose, sucrose, milk protein or soy protein that does not require the use of an exempt infant formula, a non-specific formula or food intolerance, or women and children who have a food intolerance to lactose or milk protein that can be successfully managed with the use of one of the other WIC food packages (i.e., Food Packages IV–VII.) This food package should not be used for participants solely to enhance nutrient intake or manage body weight without an underlying qualifying condition.



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### Summary of Food Package III

	PBF A: 0-1 month B: 1 through 3 months C: 4 through 5 months	PBF 6 months through 11 months <sup>1 2</sup>	FF A: 0-3 months B: 4 through 5 months	FF 6 months through 11 months <sup>1 2</sup>	Children 1 through 4 years	Pregnant & PBF (Up to 1 yr. PP) <sup>3</sup>	Postpartum (up to 6 months PP) <sup>4</sup>
<b>Foods</b>							
Formula Exempt only or WIC eligible nutrition als	A: 104 fl oz with CPA assesment B: FNB= 364 fl oz MMA= 388 fl oz reconstituted liquid concentrate <b>or</b> 384 fl oz RTF <b>or</b> 435 fl oz reconstituted powder C: FNB= 442 fl oz MMA= 460 fl oz reconstituted liquid <b>or</b> 474 fl oz RTF <b>or</b> 522 fl oz reconstituted powder	<i>FNB=</i> <i>312 fl oz</i> <i>MMA=</i> <i>315 fl oz</i> <i>reconstitute</i> <i>d liquid</i> <i>concentrate</i> <b><i>or</i></b> <i>338 fl oz</i> <i>RTF</i> <b><i>or</i></b> <i>384 fl oz</i> <i>reconstitute</i> <i>d powder</i>	A: <i>FNB=</i> <i>806 fl oz</i> <i>MMA=</i> <i>823 fl. oz.</i> <i>reconstituted</i> <i>liquid</i> <i>concentrate</i> <b><i>or</i></b> <i>832 fl. oz.</i> <i>RTF</i> <b><i>or</i></b> <i>870 fl. oz.</i> <i>reconstituted</i> <i>powder</i> B: <i>FNB=</i> <i>884 fl oz</i> <i>MMA=</i> <i>896 fl. oz.</i> <i>reconstituted</i> <i>liquid</i> <i>concentrate</i> <b><i>or</i></b> <i>913 fl. oz.</i> <i>RFT</i> <b><i>or</i></b> <i>960 fl. oz.</i> <i>reconstituted</i> <i>powder</i>	<i>FNB= 624</i> <i>fl oz</i> <i>MMA=</i> <i>630 fl. oz.</i> <i>reconstitut</i> <i>ed liquid</i> <i>concentrat</i> <i>e</i> <b><i>or</i></b> <i>643 fl.</i> <i>oz. RTF</i> <b><i>or</i></b> <i>696 fl.</i> <i>oz.</i> <i>reconstitut</i> <i>ed powder</i>	<i>910 fl oz</i> <i>reconstit</i> <i>uted</i> <i>liquid</i> <i>concentr</i> <i>ate or</i> <i>equivale</i> <i>nt</i>	<i>910 fl oz</i> <i>reconstit</i> <i>uted</i> <i>liquid</i> <i>concentr</i> <i>ate</i> <b><i>or</i></b> <i>equivale</i> <i>nt</i>	<i>910 fl oz</i> <i>reconstituted</i> <i>liquid</i> <i>concentrate</i> <b><i>or</i></b> <i>equivalent</i>
Milk					<i>16 qt</i> <sup>8, 9,</sup> <i>10, 11, 12</i>	<i>22 quart</i> <i>9, 10, 11, 12,</i> <i>14</i>	<i>16 qt</i> <sup>10, 12</sup>
Juice					<i>128 fl oz</i>	<i>144 fl oz</i>	<i>96 fl oz</i>
Cereal <sup>9</sup>		<i>Infant, 24</i>		<i>Infant, 24</i>	<i>36 oz</i>	<i>36 oz</i>	<i>36 oz</i>



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		<i>oz</i>		<i>oz</i>			
Cheese							
Eggs					<i>1 dozen</i>	<i>1 dozen</i>	<i>1 dozen</i>
Fruits & Veggies <sup>7,8</sup>		<i>Infant, 128 oz<sup>1</sup></i>		<i>Infant, 128 oz, 1</i>	<i>\$8.00 CVV</i>	<i>\$11.00 CVV**</i>	<i>\$11.00 CVV**</i>
Whole wheat bread					<i>2 lb</i>	<i>1 lb</i>	
Fish (canned)							
Legumes / Peanut butter					<i>1 lb or 18 oz</i>	<i>1 lb and 18 oz</i>	<i>1 lb or 18 oz</i>

\*Text in italics are food items for homeless participants

\*\* effective October 1, 2015, the fruit and vegetable voucher for women will increase to \$11 per month.

### Abbreviations:

BF = Breastfeeding                      oz = ounce  
 FF = Fully Formula Fed                Fl = fluid  
 PBF = Partially Breastfed            qt = quart  
 PP = Postpartum                        lb = pound  
 CVV = Cash Value Voucher

### Table Notes

- 1 Fresh banana may replace up to 16 ounces of infant food fruit at a rate of one banana per four ounces of infant food fruit.*
- 2 In lieu of infant foods (cereal, fruit, and vegetables, and meat), infants greater than 6 months of age in Food Package III may receive exempt infant formula, exempt infant formula, or WIC-eligible nutritional at the same maximum monthly allowance as infants ages 4 through 5 months of age of the same feeding option.*
- 3 This package when issued to breastfeeding women whose infant(s) receive formula cannot exceed the maximum amounts for Food Packages I, A, B, C and Food Package III.*
- 4 This package is issued to breastfeeding postpartum women whose infant(s) receive more than the maximum amounts of formula allowed for Food Packages I, A, B, C, and Food Package III.*



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- 5 *Fully breastfeeding amounts are issued to four categories of WIC participants: fully breastfeeding women whose infants receive no formula, pregnant women with  $\geq 2$  fetuses, women partially or fully breastfeeding multiple infants, and pregnant women fully or mostly breastfeeding an infant.*
- 6 *“Women fully breastfeeding multiple infants are prescribed 1.5 times the maximum allowances*
- 7 *Infants 9-11 months may receive a cash value voucher to purchases fresh fruits and vegetables in lieu of a portion of the infant foods fruits and vegetables. Partially (mostly) breastfed infants and fully formula fed infants may receive \$4 cash value voucher plus 64 ounces of infant fruits and vegetables,; fully breastfeeding infants may receive \$8 cash value vouchers plus 128 ounces in infant food fruits and vegetables.*
- 8 *Whole milk is the standard milk for issuance to 1year old children (12-23 months) receiving Food Package III. Fat reduced milks may be issued to 1 year old as determined appropriate by the health care provider per medical documentation. Low-fat and non-fat milks are the standard milks for issuance to children  $\geq 24$  months of age and women. Whole or reduced fat (2%) milk may be substituted as determined by the health care provider per medical documentation.*
- 9 *For children 24 months of age and women, yogurt may be substituted for fluid milk at the rate of 32 oz yogurt per 1 quart of milk; a maximum of 1 quart of milk can be substituted. Additional amounts of yogurt are not authorized. Low fat and non-fat yogurt are the standard for issuance to children  $\geq 24$  months of age and women. No more than a total of 4 quarts can be substituted for cheese, yogurt and tofu for children and women in the pregnant, partially breastfeeding and postpartum food packages. No more than a total of 6 quarts of milk may be substituted for a combination of cheese, yogurt or tofu for women in the fully breastfeeding package.*
- 10 *For women and children, cheese may be substituted for milk. No more than 1 lb. of cheese may be substituted for 3 quarts of milk. For fully breastfeeding women, no more than 2 lb of cheese may be substituted for milk. State agencies do not have the option to issue additional amounts of cheese beyond these maximums, even with medical documentation. No more than a total of 4 quarts of milk may be substituted for a combination of cheese, yogurt or tofu for children or pregnant, partially breastfeeding or postpartum women with Food Packages III. No more than a total of 6 quarts of milk may be substituted for a combination of cheese, yogurt or tofu for fully breastfeeding women.*
- 11 *For children,, soy based beverage and tofu may be substituted for milk as determined by the health care provider per medical documentation. Soy based beverage may be substituted for milk on a quart for quart basis up to the total allowance for milk. Tofu may be substituted for milk for children up to the at the rate of 1 lb of tofu per 1 quart of milk. Additional amounts of tofu may be substituted, up t the maximum allowances for fluid milk, as determined by the health care provider as determined by the health care provider per medical documentation.*



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- 12 *For women, soy based beverage may be substituted for milk on a quart by quart basis up to the total maximum allowance for milk. Tofu may be substituted for at the rate of 1 pound of tofu per one quart of milk. (No more than a total of 4 quarts of milk may be substituted for a combination of cheese, yogurt or tofu. No more than a total of 6 quarts of milk may be substituted for a combination of cheese yogurt or tofu for fully breastfeeding women. Additional amounts of tofu may be substituted, up to the maximum allowance for fluid milk, for lactose intolerance or other reasons, with CPA Nutritional assessment documented in SOAP note.*
- 13 *Processed canned or frozen fruits and vegetables may be substituted for fresh fruits and vegetables. Dried fruit and dried vegetables are not authorized.*
- 14 *Children and women who's special dietary needs require the use of pureed foods may receive commercial jarred infant food fruits and vegetables in lieu of the cash value voucher. Children may receive 128 oz of commercial jarred infant foods and women may receive 160 oz of commercial jarred infant fruits and vegetables. Infant food fruits and vegetables may be substituted for the cash value voucher as determined appropriate by health care provider per medical documentation.*
- 15 *32 oz dry ounces of infant cereal may be substituted for 36 ounces of breakfast cereal as determined appropriate by health care provider per medical documentation.*
- 16 *At least one-half of the total number of breakfast cereals on the State agency's authorized food list will have whole grain as the primary ingredient and meet labeling requirements for making a health claim as a "whole grain food with moderate fat content"*
- 17 *The monthly value of the fruit/vegetable cash-value vouchers will be adjusted annually for inflation as notified by USDA.*
- 18 *Whole wheat and or whole grain bread must be authorized. In addition, brown rice, bulgur, oatmeal, whole grain barely, sot corn tortillas, whole wheat pasta, or whole wheat tortillas may be authorized on an equal weight basis.*
- 19 *Canned legumes may be substituted for dried legumes at the rate of 64 oz. of canned beans (e.g. 4-16 oz cans) for 1 lb. dried beans. Under Food Packages V and VII, two additional combinations of dry or canned beans/peas are authorized: 1 lb. Dry and 64 oz. canned beans. In Food Packages V and VII, beans and peanut butter must be provided. However, when individually tailoring Food Packages V and VII for nutritional reasons, (e.g. food allergy, underweight, participant preference), state agencies have the option to authorize the following substitutions: 1 lb dry and 64 oz canned beans/peas (and no peanut butter; or 2 lbs dry or 128 oz canned beans/peas (and no peanut butter); or 36 oz peanut butter (and no beans).*

Combination of single-strength and concentrated juices may be issued provided that the total volume does not exceed the maximum monthly allowance for single-strength juice.

For children, cheese may be substituted for milk at the rate of 1 pound of cheese per 3 quarts of milk. No more than 1 pound of cheese may be substituted for milk.



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For children, soy-based beverage and calcium-set tofu may be substituted for milk with qualifying conditions. Soy-based beverage may be substituted for milk, with CPA assessment, for children in Food Package IV on a quart for quart basis up to the total maximum allowance for milk. Tofu may be substituted for milk, with CPA assessment, for children in Food Package III at the rate of 1 pound of tofu per 1 quart of milk up to the total maximum allowance for milk.

For women, cheese or calcium-set tofu may be substituted for milk at the rate of 1 pound of cheese per 3 quarts of milk or 1 pound of tofu per 1 quart of milk. A maximum of 4 quarts of milk can be substituted in this manner; however, no more than 1 pound of cheese may be substituted for milk.

For women, with CPA assessment, soy-based beverage may be substituted for milk at the rate of 1 quart of soy-based beverage for 1 quart of milk up to the total maximum monthly allowance of milk. Conditions that might warrant soy substitution include but are not limited to, milk allergy or severe lactose maldigestion, and lactose intolerance.

For women receiving a fully breastfeeding food package; no more than 2 lbs. of cheese may be substituted for milk. With CPA assessment, based on conditions that include, but are not limited to, milk allergy or severe lactose maldigestion, additional amounts of tofu may be substituted, up to the maximum allowances for fluid milk, in cases of lactose intolerance or other qualifying conditions. No more than 6 quarts of milk can be substituted for a combination of cheese, yogurt or tofu for women receiving the fully breastfeeding package .

New medical prescription (ENPR) is required for all formula, WIC-eligible nutritionals, and supplemental foods requiring medical documentation every 12 months..

Processed (canned or frozen) fruits and vegetables may be substituted for fresh fruits and vegetables.

Dried fruit and dried vegetables are not authorized.

Whole wheat and or whole grain bread must be authorized. In addition, brown rice, bulgur, oatmeal, whole grain barely, soft corn tortillas, whole wheat pasta, or whole wheat tortillas are authorized on an equal weight basis.

Canned legumes may be substituted for dried legumes at the rate of 64 oz. of canned beans for 1 lb. dried beans. Under Food Packages V and VII, two additional combinations of dry or canned beans/peas are authorized: 1 lb. Dry and 64 oz. canned beans.

Hard boiled eggs may be substituted for fresh eggs for homeless packages.



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<b>Policy Title</b>	<b>JARRED INFANT FRUITS AND VEGETABLES FOR CHILDREN AND WOMEN</b>	<b>Item</b>	<b>JARRED INFANT FRUITS AND VEGETABLES FOR CHILDREN AND WOMEN</b>
<b>Policy Number</b>		<b>Effective Date</b>	July 20, 2015

### **Purpose**

To describe the process of assessing and prescribing jarred infant foods to children and women

### **Authority**

**Federal Regulations** Final Food Rule, 7 CFR 246,

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

Alaska State WIC office

### **Policy**

Children and women with qualifying conditions who require the use of a WIC formula (infant formula, exempt infant formula or WIC-eligible nutritional) receive Food Package III. Among the supplemental foods provided to participants in this food package is the cash value voucher to purchase fruits and vegetables.

This provision allows jarred infant fruits and vegetables in lieu of the cash value voucher for children over 1 year and women who have a qualifying medical condition, such as prematurity, developmental delays, and dysphagia (swallowing disorders). These individuals can benefit from the use of a ready-to-feed form of pureed fruits and vegetables.

Food Package III is reserved for medically fragile participants who have specific dietary needs that are dictated by their medical condition. The need for commercial jarred infant fruits and vegetables to meet the participant's nutritional needs must be specified by the health care provider on the ENPR.

The quantity of commercial jarred infant fruits and vegetables is based on the ratio of 128 oz infant fruits and vegetables for the \$8 cash value voucher for children, and 160 ounces of infant jarred fruits and vegetables in place of the \$11 cash value voucher for women.

Children who do not have the have the qualifying conditions to receive Food Package III do not have the option of infant fruits and vegetables. If a child receiving Food Package IV needs modifications in food consistency, their caregiver needs to receive nutrition education on



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choosing and preparing foods that meet the child's needs, e.g. pureeing fruits and vegetables, and or choosing those with softer consistency.



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<b>Policy Title</b>	<b>FOOD PACKAGES IV THROUGH VII: CHILDREN 1-4 AND WOMEN</b>	<b>Item</b>	<b>FOOD PACKAGES IV THROUGH VII: CHILDREN 1-4 AND WOMEN</b>
<b>Policy Number</b>	SFP 5.4	<b>Effective Date</b>	April 1, 2015

### Purpose

To summarize, Food Package IV through VII, the food package types that may be prescribed to WIC children 1-4 and women.

### Authority

Federal Regulations: Part II, Department of Agriculture, Food and Nutrition Services, 7CFR

- Part 246- Special Supplemental Nutrition Program for Women, Infants and Children (WIC): Revisions in the WIC Food Packages
  - 
  - Final Rule 7 CFR 246.
    - Special Supplemental Nutrition Program for Women, Infants and Children (WIC): Revisions to the WIC Food Packages, Food and Nutrition Service, USDA. Final Rule.
    - Vol 79, No. 42
    - Published March 4, 2014. In effect May 5, 2014. Implemented October 1, 2014

Federal Regulations: 7CFR Ch. II (1-1-12 Edition)

- Subpart D- Participant Benefits- Supplemental Foods
  - 246.10(e)(4)(i) to 246.10(e)(7)(i)
    - page 389-390

### Policy

#### Food Packages IV through VII: Children 1-4 and Women

The table below provides a Summary of Food Package IV through VII.

Summary of Food Package IV through VII

Foods	Package IV- Children 1-4 years	Package V- Pregnant and Partially (Mostly) Breastfeeding (up to 1 year postpartum) <sup>2</sup>	Package VI- Postpartum (up to 6 months postpartum) <sup>3</sup>	Package VII- Fully Breast-feeding (up to 1 year postpartum) <sup>4,5</sup>
Juice, single strength	128 fl oz.	144 fl oz.	96 fl oz.	144 fl oz.
Milk, fluid	16 qts. <sup>6,7,8,9</sup>	22 qts <sup>6,7,8,9,11</sup>	16 qts <sup>6,7,8,9,11</sup>	24 qts <sup>6,7,8,9,11</sup>
Breakfast cereal <sup>11</sup>	36 oz.	36 oz.	36 oz.	36 oz.
Cheese	N/A	N/A	N/A	1 lb.
Eggs	1 dozen	1 dozen	1 dozen	2 dozen
Fruits and Vegetables <sup>12,13</sup>	\$8 cash value voucher	\$11 cash value voucher*	\$11 cash value voucher*	\$11 cash value voucher*
Whole wheat bread or other whole grains <sup>14</sup>	2 lb.	1 lb.	N/A	1 lb.
Fish (Canned)	N/A	N/A	N/A	30 oz.
Legumes, dry or canned and/or peanut butter <sup>15</sup>	1 lb. dry or 64 oz. canned legumes or 18 oz. peanut butter	1 lb. dry or 64 oz. canned legumes AND 18 oz. peanut butter	1 lb. dry or 64 oz. canned legumes or 18 oz. peanut butter	1 lb. dry or 64 oz. canned legumes AND 18 oz. peanut butter

- \$11 fruit and vegetable voucher effective October 1, 2015.

*Table 2 Footnote: N/A= The supplemental food is not authorized in the corresponding food package.*

*(1) Food Package V is issued to two categories of WIC participants: Women participants with singleton pregnancies and breastfeeding women whose partially (mostly) breastfed infants receive formula from the WIC Program in amounts that do not exceed the maximum formula allowances as described in Table I.*

*(2) Food Package VI is issued to two categories of WIC participants: Non-breastfeeding postpartum women and breastfeeding postpartum women whose partially (some) breastfed infants receive more than the maximum infant formula allowances as described in Table I.*

- (3) *Food Package VII is issued to four categories of WIC participants: Fully breastfeeding women whose infants do not receive formula from the WIC Program; women pregnant with two or more fetuses; and women partially (mostly) breastfeeding multiple infants from the same pregnancy; and pregnant women who are also fully or partially (mostly) breastfeeding singleton infants. .*
- (4) *Women fully breastfeeding multiple infants are prescribed 1.5 times the maximum allowances.*
- (5) *Combinations of single-strength and concentrated juices may be issued provided that the total volume does not exceed the maximum monthly allowance for single-strength juice.*
- (6) *Whole milk is the standard for issuance to 1-year-old children (12 through 23 months). Fat reduced milks may be issued to 1 year old children for whom overweight or obesity is a concern. The need for fat reduced milk for 1 year old children must be based on an individual nutritional assessment and consultation with the child's health care provider if necessary. Low fat (1%) or non-fat milk are the standard milk for issuance to children  $\geq 24$  months of age and women. Reduced fat milk (2%) is authorized only for participants with certain health conditions, including but not limited to underweight and maternal weight loss during pregnancy. The need for reduced fat milk (2%) for children  $\geq 24$  months and women (Food Package V- VII) must be based on individual nutrition assessment. . Reduced fat 2% milk may be issued to participants under certain conditions during pregnancy and for children per CPA assessment and documented in the participant's SOAP note. Risk factors such as 101, 103, 131, 132, 134 and 135 may prompt the CPA to assess the milk type prescribed.*
- (7) *Evaporated milk may be substituted at the rate of 16 fluid ounces of evaporated milk per 32 fluid ounces of fluid milk or a 1:2 fluid ounce substitution ratio. Dry milk may be substituted at an equal reconstituted rate to fluid milk.*
- (8) *For women and children, cheese may be substituted for milk. For children and women receiving Food Packages IV- VI, no more than 1 lb. of cheese may be substituted for 3 quarts of milk. For fully breastfeeding women receiving Food Package VII, no more than 2 lb of cheese may be substituted for milk. This is in addition to the 1# of cheese included in the food package. State agencies do not have the option to issue additional amounts of cheese beyond these maximums, even with medical documentation. No more than a total of 4 quarts of milk may be substituted for a combination of yogurt, cheese or tofu for children or women with Food Packages IV- VI. No more than a total of 6 quarts of milk may be substituted for a combination of yogurt, cheese or tofu for women in Food Package VII.*
- (9) *For women and children  $\geq 24$  months, yogurt may be substituted for fluid milk at the rate of 1 quart of yogurt per 1 quart of milk; a maximum of 1 quart of milk may be substituted. Additional amounts of yogurt are not authorized. Low fat and non-fat yogurts are the only types of yogurt authorized for children  $\geq 24$  months of age and women. No more than a total of 4 quarts of milk may be substituted in combination with cheese, yogurt and tofu for women and children receiving Food Packages IV-VI. No more than a total of 6 quarts of milk may be substituted for a combination of yogurt, tofu or cheese for women receiving food package VII.*
- (10) *For children, issuance of tofu and soy based beverages as a substitute for milk must be based on an individual nutritional assessment and consultation with the participant's health care provider, if necessary. Such determinations maybe made for situations that include, but are not limited to, milk allergy, lactose intolerance, and vegan diets. Soy-based beverages may be substituted for milk for children on a quart by quart basis up to the total maximum allowance of milk. Tofu may be substituted for milk for children at the rate of 1 pound of tofu per 1 quart of milk. (No more than a total of 4 quarts of milk may be substituted for a combination of cheese and tofu*

*for children in Food Package IV). Additional amounts of tofu may be substituted, up to the maximum allowance for fluid milk, for lactose intolerance or other reasons, with CPA nutritional assessment documented in SOAP note.*

*(11) For women, soy based beverage may be substituted for milk on a quart by quart basis up to the total maximum allowance for milk. Tofu may be substituted for at the rate of 1 pound of tofu per one quart of milk. (No more than a total of 4 quarts of milk may be substituted for a combination of cheese or tofu in Food Packages V and VI. No more than a total of 6 quarts of milk may be substituted for a combination of cheese or tofu in Food Package VII). Additional amounts of tofu may be substituted, up to the maximum allowance for fluid milk, for lactose intolerance or other reasons, with CPA Nutritional assessment documented in SOAP note.*

*(12) At least one-half of the total number of breakfast cereals on the State agency's authorized food list will have whole grain as the primary ingredient and meet labeling requirements for making a health claim as a "whole grain food with moderate fat content".*

*(13) Processed (canned or frozen ) fruits and vegetables may be substituted for fresh fruits and vegetables. Dried fruit and dried vegetables are not authorized.*

*(14) The monthly value of the fruit/vegetable cash-value vouchers will be adjusted annually for inflation as notified by USDA.*

*(15) Whole wheat and or whole grain bread must be authorized. In addition, brown rice, bulgur, oatmeal, whole grain barely, soft corn tortillas, whole wheat pasta, or whole wheat tortillas may be authorized on an equal weight basis.*

*(16) Canned legumes may be substituted for dried legumes at the rate of 64 oz. of canned beans (e.g. 4-16 oz cans) for 1 lb. dried beans. Under Food Packages V and VII, two additional combinations of dry or canned beans/peas are authorized: 1 lb. Dry and 64 oz. canned beans. In Food Packages V and VII, beans and peanut butter must be provided. However, when individually tailoring Food Packages V and VII for nutritional reasons, (e.g. food allergy, underweight, participant preference), state agencies have the option to authorize the following substitutions: 1 lb dry and 64 oz canned beans/peas (and no peanut butter; or 2 lbs dry or 128 oz canned beans/peas (and no peanut butter); or 36 oz peanut butter (and no beans).*

*(17) Hard boiled eggs may be substituted for fresh eggs for homeless packages.*

<b>Policy Title</b>	<b>FOOD PACKAGE IV: CHILDREN 1-4 YEARS</b>	<b>Item</b>	<b>FOOD PACKAGE IV: CHILDREN 1-4 YEARS</b>
<b>Policy Number</b>	SFP 5.4.1	<b>Effective Date</b>	April 1, 2015

## Purpose

To describe, Food Package IV, the food package type that may be prescribed to WIC children age 1-4.

## Authority

Federal Regulations: Part II, Department of Agriculture, Food and Nutrition Services, 7CFR

- Part 246- Special Supplemental Nutrition Program for Women, Infants and Children (WIC): Revisions in the WIC Food Packages
  - Final Food Rule, 7 CFR 246, vol. 79No. 42
    - Dated March 4, 2014, effective on May 5, 2014 and implemented October 1, 2014
- Subpart e- Participant Benefits- Supplemental Foods
  - 246.10(b)(10))
    - page 12294

## Policy

### Food Package IV: Children 1 through 4 years

This food package is issued to children 1 to 4 years old who do not have a condition qualifying them to receive Food Package III. Children 1 year of age, the standard milk is whole milk. For children 2 through 4 years of age the standard milks are 1% or skim milk.

Food Items	Amount
Milk	4 gallons
Eggs	1 dozen
Cereal	36 oz
Whole grains	2 lbs
Dry beans and/or Peanut butter	1 lb (64 oz canned) or 18 oz
Juice, single-strength	128 oz
Fruit and vegetable voucher	\$8

For children, cheese may be substituted for milk at the rate of 1 pound of cheese per 3 quarts of milk. No more than 1 lb of cheese may be substituted for milk.

No more than a total of 4 quarts of milk may be substituted for a combination of cheese, yogurt and tofu for children.

For children  $\geq 24$  months, yogurt may be substituted for fluid milk at the rate of 1 quart of yogurt per 1 quart of milk; a maximum of 1 quart of milk can be substituted. Low-fat and non-fat yogurts are the only types of yogurt that can be authorized for children  $\geq 24$  months of age.

Soy-based beverage and calcium-set tofu may be substituted for milk only with CPA assessment and documentation in the SOAP note, for qualifying conditions. Soy-based beverage may be substituted for milk on a quart for quart basis up to the total maximum allowance of milk. Calcium-set tofu may be substituted for milk, with CPA assessment and documentation, at the rate of 1 pound of tofu per 1 quart of milk. . Determination of need for tofu and soy beverage can be made for situations that include, but are not limited to, milk allergy, severe lactose maldigestion, and vegan diets.

Whole wheat and or whole grain bread must be authorized. In addition, brown rice, bulgur, oatmeal, whole grain barely, soft corn tortillas, whole wheat pasta, or whole wheat tortillas may be authorized on an equal weight basis.

Canned legumes may be substituted for dried legumes at the rate of 64 oz canned for 1 lb of dried beans.

Processed (canned or frozen) fruits and vegetables may be substituted for fresh fruits and vegetables. Dried fruit and dried vegetables are not authorized..

<b>Policy Title</b>	<b>PRESCRIBING MILK FOR CHILDREN AGED 12-23 MONTHS</b>	<b>Item</b>	<b>PRESCRIBING MILK FOR CHILDREN AGED 12-23 MONTHS</b>
<b>Policy Number</b>		<b>Effective Date</b>	October 1, 2014

**Purpose:** To describe the appropriate circumstances to prescribe different types of milk should be prescribed for children 12-23 months in Food Package III and IV.

**Authority:** Final Food Rule, 7 CFR 246,

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

American Academy of Pediatrics. Policy Statement: Lipid Screening and Cardiovascular Health in Childhood. Pediatrics Vol. 122 No. 1 July 2008, pp189-208

State WIC Office

**Policy:**

Prescribing milk for children 12-23 months.

Whole milk is the standard issuance for children ages 12-23 months.

Children ages 12-23 months are undergoing rapid growth and development including growth and development of their central nervous system. Fat is an essential component. However, there is evidence that prudent dietary intervention at a young age can decrease risk of obesity and heart disease.

In accordance with American Academy of Pediatrics policy, which recommends lower fat milk for children over age one for whom obesity is a concern, children age 12-23 months receiving Food Package IV may be issued lower fat milk tailored to their nutritional needs based on assessment of the CPA.

Under food package IV, the CPA may make the determination for the need for lower fat milks based on an individual nutrition assessment include weight, height, BMI and growth pattern; family history, and current dietary practices. Risk factor 114 (Overweight or at risk of Overweight) may indicate that lower fat milk could be prescribed. Children aged 12-23 months may be prescribed 2%, or 1% or skim milk, depending on CPA assessment. Assessment must be documented in the SOAP note.

Prescription of lower fat milks is not appropriate for children age 12-23 months who are underweight or at risk of becoming underweight (<10% BMI).

Prescription of lower fat milks should occur only after a careful, documented assessment, and should be accompanied by appropriate education to the parents or care givers. Prescription of 1% or skim milk to a 12-23 month old child should occur only after careful assessment and consultation with the child's health care provider.

**Due to the medically fragile qualifying conditions of children age 12-23 months requiring Food Package III, medical documentation will be required for issuance of WIC-eligible formula and foods, including fat reduced milks. An RD will need to review and approve the ENPR and prescribe the package.**

Implications for WIC Nutrition Services:

The WIC Program plays an important role in public health efforts to reduce the prevalence of obesity by actively identifying and enrolling infants and children who may be overweight or at risk of overweight in childhood and adolescence. When identifying this risk, it is important to communicate it in a way that is supportive, nonjudgmental, and with a careful choice of words to convey an empathetic attitude and to minimize embarrassment or harm to the child's self-esteem. In recognition of the importance of language, the 2007 American Medical Association expert committee report recommends the use of overweight and obese for risk assessment and documentation only and the use of more neutral terms (such as weight disproportionate to height, excess weight, BMI) when discussing with a child's caregiver.

BMI is calculated and plotted on a growth chart at each WIC certification. Growth is meant to be used as a screening tool, and comprises only one aspect of the overall growth assessment. A clinical assessment to determine if a child is at a healthy weight is more complex. Weight classification (derived from growth chart) should be integrated with the growth pattern, familial obesity, medical risks and dietary and physical activity habits to determine child's obesity risk.

A goal of childhood nutrition education is to help the child achieve recommended rates of growth and development. WIC staff can frame the discussion to make achieving normal growth a shared goal of the WIC Program and parent/caregiver. Studies have shown that the early childhood eating environment provides a great opportunity for preventative intervention. Parents and caregivers of toddlers may need education on recognition of satiety cues and other needs that lead to crying, other than feeding. Young children look upon their role models for eating behaviors. Through client centered counseling, WIC staff can emphasize the importance of prevention and can assist families in making changes that improve parenting skills that promote healthy eating, and physical activity and healthy weight in children. Also, the foods provided by the WIC program are intended to address the supplemental needs of the Program's target population and can be tailored to meet the needs of individual participants.

Beliefs about what is an attractive or healthy weight, the importance of physical activity, what foods are desirable or appropriate for parents to provide children, family mealtime routines, and many other lifestyle habits are influenced by different cultures, and should be considered during the nutrition assessment and counseling.

In addition, WIC staff can greatly assist families by providing referrals to medical providers and other services in the community.

<b>Policy Title</b>	<b>FOOD PACKAGE V: PREGNANT AND PARTIALLY BREASTFEEDING WOMEN (UP TO ONE YEAR POSTPARTUM)</b>	<b>Item</b>	<b>FOOD PACKAGE V: PREGNANT AND PARTIALLY BREASTFEEDING WOMEN (UP TO ONE YEAR POSTPARTUM)</b>
<b>Policy Number</b>	SFP 5.4.2	<b>Effective Date</b>	April 1, 2015

## Purpose

To describe, Food Package V, the food package type that may be prescribed to WIC pregnant women and partially breastfeeding women, up to one year postpartum.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

Federal Regulations: 7CFR Ch. II

- Subpart D- Participant Benefits- Supplemental Foods
  - 246.10(b) (10)
    - page 12294

## Policy

### **Food Package V: Pregnant and Partially Breastfeeding Women (up to one year postpartum)**

This food package is designed for issuance to women participants with singleton pregnancies who do not have a condition qualifying them to receive Food Package III. This food package is also designed for issuance to breastfeeding women participants, up to 1 year postpartum, who do not have a condition qualifying them to receive Food Package III and whose partially (mostly) breastfed infant receive formula from WIC in amounts that do not exceed the maximum allowances. Women participants breastfeeding more than one infant, pregnant women partially (mostly) breastfeeding an infant, and women participants pregnant with more than one fetus, are eligible to receive Food Package VII, below. Women who are fully breastfeeding multiple infants are prescribed 1.5 times the maximum allowances.

Food Item	Amount
Milk	5.5 gallons
Eggs	1 doz
Cereal	36 oz
Whole grains	1 lb
Dry beans and/or peanut butter	1 lb (64 oz canned) and 18 oz
Juice, single strength	144 oz
Fruit and vegetable voucher	\$11

Cheese, low-fat or non-fat yogurt, or calcium-set tofu may be substituted for milk at the rate of 1 pound of cheese per 3 quarts of milk; 1 pound of tofu per 1 quart of milk; or 32 oz of low-fat or non-fat yogurt per one quart of milk. A maximum of 4 quarts of milk may be substituted in this manner in Food Package V; however, no more than 1 pound of cheese may be substituted for milk. No more than 32 oz of yogurt may be substituted for milk.

For women, soy-based beverage may be substituted for milk at the rate of 1 quart of soy-based beverage for 1 quart of milk, up to the maximum monthly allowance of milk.

Processed (canned, frozen, dried) fruits and vegetables may be substituted for fresh fruits and vegetables. Dried fruit and dried vegetables are not authorized.

Whole wheat and or whole grain bread must be authorized. In addition, brown rice, bulgur, oatmeal, whole grain barely, soft corn tortillas, whole wheat pasta, or whole wheat tortillas may be authorized on an equal weight basis.

Canned legumes may be substituted for dried legumes at the rate of 64 oz canned for 1 lb of dried beans. Under food Packages V and VII, two additional combinations of dry canned beans/peas are authorized: 1 lb dry and 64 oz canned beans/peas (no peanut butter); or 2 lb. Dry or 128 oz. canned beans/peas (and no peanut butter) or 36 oz peanut butter (and no beans).

Fruit and vegetable voucher \$11 per month effective October 1, 2015.

<b>Policy Title</b>	<b>FOOD PACKAGE VI: POSTPARTUM WOMEN (UP TO 6 MONTHS POSTPARTUM)</b>	<b>Item</b>	<b>FOOD PACKAGE VI: POSTPARTUM WOMEN (UP TO 6 MONTHS POSTPARTUM)</b>
<b>Policy Number</b>	SFP 5.4.3	<b>Effective Date</b>	April 1, 2015

## Purpose

To describe, Food Package VI, the food package type that may be prescribed to WIC postpartum women (up to 6 months postpartum).

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### **Food Package VI: Postpartum Women (up to 6 months postpartum)**

This food package is designed for issuance to women up to 6 months postpartum who are not breastfeeding their infants, and to breastfeeding women ('some breastfeeding') up to 6 months postpartum whose participating infant receives more than the maximum amount of formula allowed for partially breastfed infants.

Food Item	Amount
Milk	4 gallons
Eggs	1 dozen
Cereal	36 oz
Dry beans and/or peanut butter	1 lb (64 oz canned) or 18 oz
Juice, single strength	96 oz
Fruit and vegetable voucher	\$11

Cheese, low-fat or non-fat yogurt, or calcium-set tofu may be substituted for milk at the rate of 1 pound of cheese per 3 quarts of milk; 32 oz of yogurt for one quart of milk; or 1 pound of tofu per 1 quart of milk. A maximum of 4 quarts of milk can be substituted in this manner in Food Packages VI; however no more than 1 pound of cheese may be substituted for milk. No more than 32 oz of yogurt may be substituted for milk.

With CPA assessment and documentation, additional amounts of tofu may be substituted up to the maximum allowances for fluid milk in cases of lactose intolerance or other qualifying conditions. Such determination can be made for situations that include, but are not limited to, milk allergy, severe lactose maldigestion, and vegan diets.

Soy-based beverage may be substituted for milk at the rate of 1 quart of soy-based beverage for 1 quart of milk up to the total monthly allowance for milk.

Whole wheat and or whole grain bread must be authorized. In addition, brown rice, bulgur, oatmeal, whole grain barely, soft corn tortillas, whole wheat pasta, or whole wheat tortillas may be authorized on an equal weight basis

Processed (canned, frozen, dried) fruits and vegetables may be substituted for fresh fruits and vegetables. Dried fruit and dried vegetables are not authorized.

Canned legumes may be substituted for dried legumes at the rate of 64 oz. canned for 1 lb. of dried beans.

Fruit and vegetable voucher increases to \$11 per month effective October 1, 2015.

<b>Policy Title</b>	<b>FOOD PACKAGE VII: FULLY BREASTFEEDING WOMEN (UP TO 1 YEAR POSTPARTUM)</b>	<b>Item</b>	<b>FOOD PACKAGE VII: FULLY BREASTFEEDING WOMEN (UP TO 1 YEAR POSTPARTUM),</b>
<b>Policy Number</b>	SFP 5.4.4	<b>Effective Date</b>	April 1, 2015

## Purpose

To describe, Food Package VII, the food package type that may be prescribed to WIC fully breastfeeding women (up to 1 year postpartum).

## Authority

Federal Regulations: Part II, Department of Agriculture, Food and Nutrition Services, 7CFR

- Part 246- Special Supplemental Nutrition Program for Women, Infants and Children (WIC): Revisions in the WIC Food Packages
  - Final Food Rule 7 CFR 246
    - Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2014

## Policy

**Food Package Food Package VII: Fully Breastfeeding Women (up to 1 year postpartum) and women fully or partially (mostly) breastfeeding women who are pregnant.**

This food package is designed for issuance to breastfeeding women up to 1 year postpartum whose infants do not receive infant formula from WIC (these women are assumed to be fully breastfeeding their infants). This food package is also designed for issuance women participants pregnant with two or more fetuses, women participants fully or partially (mostly) breastfeeding multiple infants, and pregnant women who are fully or partially (mostly) breastfeeding an infant. Women participants fully breastfeeding multiple infants receive 1.5 times the supplemental foods in this package.

Food Item	Amount
Milk	6 gallons
Eggs	2 doz
Cereal	36 oz
Cheese	1 lb
Whole grains	1 lb
Dry beans and/or peanut butter	1 lb (64 oz canned) and 18 oz
Fish	30 oz
Juice, single strength	144 oz
Fruit and vegetable voucher	\$11

Cheese, low-fat or non-fat yogurt, or calcium-set tofu may be substituted for milk at the rate of 1 pound of cheese per 3 quarts of milk; 32 oz of yogurt per 1 quart of milk; or 1 pof milk. A maximum of 6 quarts of milk can be substituted in this manner in Food Package VII; therefore, no more than 2 pounds of cheese may be substituted for milk. With CPA assessment and documentation, additional amounts of tofu may be substituted, up to the maximum allowances for fluid milk, in cases of lactose intolerance or other qualifying conditions.

Soy-based beverage may be substituted for milk at the rate of 1 quart of soy-based beverage for 1 quart of milk up to the total maximum monthly allowance of milk.

Whole wheat and or whole grain bread must be authorized. In addition, brown rice, bulgur, oatmeal, whole grain barely, soft corn tortillas, whole wheat pasta, or whole wheat tortillas may be authorized on an equal weight basis.

Processed (canned, frozen, dried) fruits and vegetables may be substituted for fresh fruits and vegetables.

Canned legumes may be substituted for dried legumes at the rate of 64 oz canned for 1 lb of dried beans. Under food Packages V and VII, two additional combinations of dry canned beans/peas are authorized: 1 lb dry and 64 oz. canned beans/peas and (no peanut butter); or 2 lb. Dry or 128 oz. canned beans/peas (and no peanut butter) or 36 oz peanut butter (and no beans).

A woman who has been receiving Food Package VII may wish to temporarily provide WIC infant formula for her infant (e.g., if she experiences temporary difficulties in breastfeeding or if she or her infant has a temporary medical condition for which breastfeeding is contraindicated). Under these circumstances, the woman could temporarily receive Food Package V, so that her infant could receive WIC infant formula. The Local Agency should provide participant counseling and support so that the woman can resume breastfeeding successfully. She should be counseled on the effects formula supplementation may have on her breastmilk production. The amount of formula should be tailored to the infant's nutritional needs. Unexpired warrants issued for use by the mother for Food Package V or VII should be collected by the Local Agency prior to issuing warrants for new food packages for the mother.

Food Package VII may be prescribed after delivery and prior to the six-week postpartum assessment in order to begin providing the breastfeeding mother with the additional items contained in Food Package VII in a timely manner.

Fruit and vegetable voucher increases to \$11 for recipients of Food Package VII effective October 1, 2015. For women fully breastfeeding multiples, the amount increases to \$16.50 on October 1, 2015.

<b>Policy Title</b>	<b>TAILORING FOOD PACKAGES</b>	<b>Item</b>	<b>TAILORING FOOD PACKAGES</b>
<b>Policy Number</b>	SFP 6.0	<b>Effective Date</b>	October 1, 2014

## Purpose

To describe the process of tailoring WIC food packages to better meet the needs of a WIC participant.

## Authority

Federal Regulations:

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Tailoring Food Packages

Food package tailoring is for nutrition reasons on an individual basis to better meet the needs of participants. Food package tailoring can also be made to accommodate participant cultural preferences. Before tailoring a food package, a thorough assessment of the participant's supplemental nutrition needs must be made. This also entails making changes to food types (e.g., milk vs. cheese), to food forms (e.g. low fat milk vs. whole milk), and to quantities of WIC foods. The State/Local Agency must make available the maximum monthly allowances of authorized supplemental foods from each WIC food category prescribed in the applicable food package unless one or more reasons for food package tailoring apply. Exceptions to regular food packages should be accommodated based on nutrition risk assessment. The CPA will document in the participant's file all special conditions that require tailoring of the food package and issuance of special products. Issuance of supplemental foods to meet religious eating patterns will be accommodated only with required documentation and State WIC Office approval.

<b>Policy Title</b>	<b>REASONS FOR AND EXAMPLES OF FOOD PACKAGE TAILORING</b>	<b>Item</b>	<b>REASONS FOR AND EXAMPLES OF FOOD PACKAGE TAILORING</b>
<b>Policy Number</b>	SFP 6.1	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe when tailoring a WIC food package is appropriate and provide examples of tailoring.

## Authority

Federal Regulations: 7CFR

- - 246 IV (B) (1)
    - page 12276

## Policy

### Reasons for Food Package Tailoring

Tailoring may be done for the following reasons:

To reduce quantities of foods for individual participants, based on their nutritional needs (e.g., providing less milk, juice, and eggs to the one or two-year old than to the older child).

- To accommodate participant preferences (e.g., a participant is given peanut butter instead of beans, or quantities of foods are reduced due to participant choice).
- To accommodate household conditions (e.g., for the participant who does not have a refrigerator, powdered or UHT milk may be prescribed).
- Homelessness
- To accommodate participant food intolerances or restrictions (e.g., provide more cheese, soy beverage, and/or tofu and less or instead of milk for symptomatic lactose intolerance/milk allergies).

### Tailoring Examples

- Determine the types and amounts of foods a participant with special dietary needs should receive.
- Reduce the quantity of foods to the level that the participant is using.
- Determine for breastfed infants if supplemental feeds of formula are needed. Formula for supplementation may also be prescribed at mother's request. **Formula supplementation should not be routinely offered.**
- Encourage the selection of skim milk and low-fat cheese for participants with hyperlipidemia or other medical problems requiring decreased fat intake.

- For participants with a high salt intake, encourage them to decrease the salt in the WIC food package by selecting all milk, no cheese and the dry beans instead of peanut butter. If the participant selects cheese, she/he can be advised of the higher salt content of American cheese.
- For infants > 6 months whose parents request no infant solids; print food instruments and hold in chart.

With any food prescription tailoring, documentation should include why the tailoring was made in the General Notes section of the SPIRIT system.

<b>Policy Title</b>	<b>MILK SUBSTITUTIONS</b>	<b>Item</b>	<b>MILK SUBSTITUTIONS</b>
<b>Policy Number</b>	SFP 7.0	<b>Effective Date</b>	January 1, 2015

## Purpose

To summarize, allowed substitutions of dry and evaporated milk, for fluid milk in WIC food packages.

## Authority

**Federal Regulations** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Milk Substitutions

Federal regulations permit the substitution of dry and evaporated forms of milk for fresh fluid milks in WIC food packages. Printed on warrants containing substitute milk(s), such as dry or evaporated, is the appropriate amount of the substitute milk to purchase in place of fresh milk. UHT milk is substituted quart for quart (1 quart fresh fluid milk = 1 quart UHT milk).

### Food Instrument (FI)/Mailed FI

UHT is an allowable substitution in place of fresh fluid milk for the following reasons:

- Homelessness
- No available refrigeration
- Unsafe water for preparation of evaporated milk and dry milk, in a rural area with a WIC vendor (and fresh milk is not available)
- No available water for preparation of evaporated and dry milk in a rural area with a WIC vendor (and fresh milk is not available)
- Inability of caregiver/client to properly prepare evaporated milk and dry milk
- In rural areas where WIC vendors have milk exemptions
- If expiration dates are an issue within the region, UHT may be substituted for the fresh, fluid milk allowed for the month
- Client preference can be considered when prescribing milk types

Milk types prescribed in these food prescriptions is dependent upon the vendor’s availability of products. Clinics should prescribe a combination of milk types that will meet the client’s nutrition need, which the store can provide and is economical. Local agencies should be aware of the milk exemptions and stocking requirements for the stores in their regions prior to prescribing milk in food packages.

Examples of milk combinations are below and can be replicated in SPIRIT. Other combinations are acceptable as long as a full nutritional benefit for milk is prescribed, with no milk remaining in the SPIRIT milk calculator.

Examples	UHT or Fresh, Fluid Milk	Evaporated Milk	Dry Milk	Cheese
Child/PP 16 quart				
	10 Qt.	8 Cans		
	7 Qt.	8 Cans		
	10 Qt.	4 Cans		1#
	10 Qt.	4 Cans	(9.6 oz dry) 3 Qt.	
	1 Qt.	16 Cans	(9.6 oz dry) 3 Qt.	
	6 Qt.	12 Cans		1#
	8 Qt.		(25.6 oz.dry) 8 Qt.	
	13 Qt.			1#
Pregnant 22 quart				
	10 Qt.	12 Cans	(9.6 oz dry) 3 Qt.	
	10 Qt.	16 Cans		
	11 Qt.	4 Cans	(25.6 oz. dry) 8 Qt.	
	3 Qt.	8 Cans	(32 oz. dry) 10 Qt.	
	13 Qt.	8 Cans		1#
	19 Qt.			1#
Exclusive BF 24 quart				
	12 Qt.	16 Cans		
	13 Qt.	4 Cans	(25.6 oz. dry) 8 Qt.	
	15 Qt.	8 Cans		1#
	9 Qt.	16 Cans		1#
	21 Qt.			1#

## MOV

A state staff must approve a complete UHT substitution for all the milk in an MOV package, taking into consideration the high costs of the UHT milk and shipping costs weighed against the client’s need.

Possible reasons to ship UHT via the MOV system are:

- Homelessness
- No available refrigeration
- Unsafe water for preparation of evaporated milk and dry milk
- No available water for preparation of evaporated milk and dry milk
- Inability of caregiver/client to properly prepare evaporated milk and dry milk

Before prescribing a full benefit of UHT milk in a MOV food package, a state staff must approve the issuance.

Accommodate client UHT milk preference by selecting a milk package set up in SPIRIT that provides a combination of milk types.

The following policies further detail substitution of dry or evaporated milk in place of fluid milk.

**Dry Milk Reconstitution Table**

Dry milk box sizes	Reconstitutes to quarts of fluid milk
9.6 ounce dry milk	3 quarts of fluid milk
25.6 ounce dry milk	8 quarts of fluid milk
32 ounce dry milk	10 quarts fluid milk

**Reconstituted Evaporated Milk Amounts**

(4) 12 ounce cans evaporated milk	3 quarts of milk
(8) 12 ounce can evaporated milk	6 quarts of milk
(12) 12 ounce can evaporated milk	9 quarts of milk
(16) 12 ounce can evaporated milk	12 quarts of milk

<b>Policy Title</b>	<b>DRY MILK SUBSTITUTION</b>	<b>Item</b>	<b>DRY MILK SUBSTITUTION</b>
<b>Policy Number</b>	SFP 7.1	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, substitution rates when converting fluid milk to dry milk in WIC food packages.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Dry Milk Substitutions

Dry milk is substituted at the rate of 1 pound of dry milk for 3 quarts of fresh fluid milk. Dry milk labels give the number of quarts which a package will make when mixed with the correct amount of water, as well as the weight of dry milk in the package. For the convenience of participants and vendors, Alaska WIC food packages as printed on warrants give the amount of dry milk in quarts rather than weight.

<b>Policy Title</b>	<b>EVAPORATED MILK SUBSTITUTION</b>	<b>Item</b>	<b>EVAPORATED MILK SUBSTITUTION (</b>
<b>Policy Number</b>	SFP 7.2	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, substitution rates when converting fluid milk to evaporated milk in WIC food packages.

## Authority

▪ **Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Evaporated Cow Milk Substitutions

Evaporated milks are substituted at the rate of 16 fluid ounces of evaporated milk (as it comes in the can before water is added) for 1 quart (32 oz.) of fresh fluid milk. This means that, if the evaporated milk is mixed with an equal amount of water, 32 ounces of reconstituted evaporated milk is substituted for 1 quart (32 oz) of fresh fluid milk.

<b>Policy Title</b>	<b>CHEESE, SOY BEVERAGE AND TOFU AS MILK SUBSTITUTION</b>	<b>Item</b>	<b>CHEESE, SOY BEVERAGE AND TOFU AS MILK SUBSTITUTION</b>
<b>Policy Number</b>	SFP 7.3	<b>Effective Date</b>	April 1, 2015

## Purpose

To describe, allowed substitution of cheese and tofu when tailoring a WIC food package.

## Authority

**Federal Regulations:** Part II, Department of Agriculture, Food and Nutrition Services, 7CFR

- Part 246- Special Supplemental Nutrition Program for Women, Infants and Children (WIC): Revisions in the WIC Food Packages
  - Final Food Rule 7 CFR 246
    - Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2014

## Policy

### Cheese, Soy Beverage and Tofu as Milk Substitution

For children: cheese may be substituted for milk at the rate of 1 pound of cheese per 3 quarts of milk. No more than 1 pound of cheese may be substituted for milk.

For women: cheese or calcium-set tofu may be substituted for milk at the rate of 1 pound of cheese per 3 quarts of milk or 1 pound of tofu per 1 quart of milk. A maximum of 4 quarts of milk can be substituted in this manner. For Food Package VII, no more than 2 pounds of cheese may be substituted for milk. With documented CPA assessment of need for tofu, additional amounts of tofu may be substituted, up to the maximum allowances for fluid milk. Such determinations may be made for situations that include but are not limited to milk allergy, lactose intolerance, and vegan diets. CPA assessment must be documented in the SOAP note. For women, soy-based beverage may be substituted for milk at the rate of 1 quart of soy-based beverage for 1 quart of milk up to the total maximum allowance of milk.

In addition, for children, soy-based beverage and calcium-set tofu may be substituted for milk only with assessment by WIC recognized medical authority (CPA or RD), and documented determination of need for tofu and soy based beverage as substitutes for milk. Such determination must be based on individual nutritional assessment, in consultation with the participant's health care provider, if appropriate, and included in the SOAP note. For children receiving Food Package IV, soy beverage may be substituted on a quart for quart basis up to the total maximum allowance of milk. Tofu may be substituted for milk, with CPA or RD assessment, for children in Food Package IV at the rate of 1 pound of tofu per 1 quart of milk up to the total maximum allowance of milk.

Although medical documentation from a health care provider is no longer required, parents and caregivers need to receive education that stresses the importance of milk over milk substitutes. Parents and care givers should be made aware that children's diets may be nutritionally inadequate with milk is replaced by other foods, and provided with appropriate nutrition education. Lactose – free or lactose-reduced fortified dairy products should be offered before non-dairy milk alternatives to those participants with lactose intolerance that cannot drink milk. Also, if milk is replaced by milk alternatives that are not vitamin D fortified, vitamin D intakes may be inadequate.

For children age 2-5 years and women: Low fat or fat free plain yogurt may be substituted for milk at the rate of 32 oz low fat or fat free yogurt per 1 quart of milk. No more than one quart of milk may be substituted for yogurt. A maximum of 4 quarts of milk can be substituted for cheese and yogurt. Yogurt is considered a desirable milk alternative for participants who might not otherwise drink a sufficient amount of fluid milk due to lactose intolerance or other reasons.

<b>Policy Title</b>	<b>COMPUTERIZED FOOD PACKAGES</b>	<b>Item</b>	<b>COMPUTERIZED FOOD PACKAGES</b>
<b>Policy Number</b>	SFP 8.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, how WIC food warrants are combined to create the many WIC food packages available for issuance within the AKWIC computer system.

## Authority

State WIC Office SPIRIT Computer System

## Policy

### Computerized Food Packages

Food packages are prescribed using the WIC computer system. There is no other authorized method of prescribing food packages. Each food package in the computer system contains the maximum amount and types of foods which can be prescribed for a single participant per 28 to 31 day period. Each food package is either an FI (food instrument) or MOV (mail order vendor) food package. Most “FI” food packages are made up of several warrants, called “warrant types”. Each warrant type contains a list of the food types and amounts which may be redeemed using that warrant. Food packages and warrant types are given unique numbers in the computer system.

Most of the food packages in the new computer system are made up of four warrant types. One warrant type contains the bulk of the food items, for the major shopping trip of the month. The remaining three contain fresh milk and other heavy items for weekly shopping. Food packages which are most frequently prescribed statewide also have a three warrant type option in the computer system. If a participant’s family usually shops less than four times per month, this “three warrant” option should be selected. This will reduce the number of warrants which will have to be handled by the participant and processed through the warrant redemption system.

Food packages should be selected based on the nutritional needs and food preferences of each participant, and on family shopping habits. The food packages and warrant types can be viewed “on-line” in the computer system, or printed out as an index or complete listing of food packages. These listings should be used in making a decision on a food package prescription. The system contains hundreds of food packages which will meet the individual needs of most participants.

<b>Policy Title</b>	<b>HOMELESS FOOD PACKAGES</b>	<b>Item</b>	<b>HOMELESS FOOD PACKAGES: PARTICIPANTS RESIDING IN TEMPORARY SHELTERS</b>
<b>Policy Number</b>	SFP 9.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, food substitutions used in creation of specialized food packages, designated for issuance to homeless WIC participants who are without refrigeration or access to food preparation facilities.

## Authority

Federal Regulations: Part II, Department of Agriculture, Food and Nutrition Services, 7CFR

- Part 246- Special Supplemental Nutrition Program for Women, Infants and Children (WIC): Revisions in the WIC Food Packages

Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Homeless Food Packages

The Local Agency will provide food instruments and cash-value vouchers for the purchase of supplemental foods that include options of individual servings-package sizes or other forms appropriate for individuals without refrigeration or access to food preparation facility.

Documentation of issuance of a Homeless Food Package must include information that participant is homeless. (Participant self-reports as to their homeless status).

### Participants Residing in Temporary Shelters

Supplemental foods are not authorized for use in the preparation of meals served in a communal food service or while the participant is hospitalized on an in-patient basis. For WIC participants residing in some temporary shelters, nonresidential settings (e.g., child care facilities, day care homes, schools or other educational programs) and homeless facilities that meet the requirements of regulation 246.7(m)(1),

Homeless packages for children and women should include:

- Small packages of hard-boiled eggs.
- Baked beans are also allowed for legumes.
- Peanut butter would also be an appropriate choice for children over two.
- Sixty-four oz. of canned beans or 18 oz. of peanut butter may be substituted for 1 doz. Eggs.
- Combinations of peanut butter and canned beans may be issued.

- Providing additional legumes or peanut butter as a substitute for eggs may significantly increase the amount of these foods participants receive. In issuing additional quantities of beans or peanut butter, Local Agencies should assess the amount of these food items participants would reasonably consume in a month's time.

WIC participants who have lost their normal place of residence due to disaster or eviction, or who are escaping from domestic violence, may be temporarily relocated to an emergency shelter or other temporary residence within their service area. Due to the nature of these shelters, cooking facilities, refrigeration, and acceptable storage areas may not be available. Special consideration must be given to the issuance of supplemental food packages. The types of supplemental foods prescribed must take into account the cooking and storage facilities available to the participant while residing in the temporary shelter. Although the aim of any food package prescription is to provide the supplemental foods required by the participant to best meet individual nutritional needs, some modifications in both the types and amounts of foods may be required in order to assure that the supplemental foods can be safely stored and used.

In order to authorize a homeless food package, there must be documentation in the client's file of the following conditions:

1. Participant is homeless
2. The WIC warrants and CVV will benefit the participant, not the homeless facility or institution
3. WIC foods will not be used for communal feeding

The policies that follow, outline recommended changes to homeless food packages by client type

<b>Policy Title</b>	<b>HOMELESS FOOD PACKAGE I: INFANTS 0-5 MONTHS</b>	<b>Item</b>	<b>HOMELESS FOOD PACKAGE I: INFANTS 0-5 MONTHS</b>
<b>Policy Number</b>	SFP 9.1	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, food substitutions used in creation of specialized food packages for issuance to homeless WIC infants, age 0-5 months receiving Food Package I.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Homeless Food Package I: Infants 0 - 5 Months

If at all possible, breastfeeding should be encouraged as the easiest and safest way to feed the infant, given the possible lack of refrigeration and facilities for the proper sterilization of bottles that may exist at the temporary shelters. For those infants to be formula fed, powdered formula should be prescribed. The parent or guardian must be instructed to prepare only one bottle of formula at a time due to the lack of refrigeration.

In the event that both refrigeration and a means by which bottles and water can be properly sterilized are lacking, 8-ounce containers of ready-to-feed formula may be prescribed. Special education must be provided to the parent and/or caretaker to discard all formula remaining in the bottle at the end of each feeding due to the potential for the rapid growth of harmful pathogens. Formula amount will be prescribed according to policy. Refer to the infant formula policies.

<b>Policy Title</b>	<b>HOMELESS FOOD PACKAGE II: INFANTS 6-12 MONTHS</b>	<b>Item</b>	<b>HOMELESS FOOD PACKAGE II: INFANTS 6-12 MONTHS</b>
<b>Policy Number</b>	SFP 9.2	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, food substitutions used in creation of specialized food packages for issuance to homeless WIC infants age 6-12 months receiving Food Package II.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Homeless Food Package II: Infants 6-12 Months

In addition to formula recommendations listed in the previous policy (*Homeless Food Packages Infants 0 - 5 Months - Food Package I*), clients should be counseled to discard unfinished jars of baby food.

<b>Policy Title</b>	<b>HOMELESS FOOD PACKAGE III: CHILDREN/WOMEN WITH SPECIAL DIETARY NEEDS</b>	<b>Item</b>	<b>HOMELESS FOOD PACKAGE III: CHILDREN/WOMEN WITH SPECIAL DIETARY NEEDS</b>
<b>Policy Number</b>	SFP 9.3	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To describe, food substitutions used in creation of specialized food packages for issuance to homeless WIC children and women receiving Food Package III due to special dietary needs.

### **Authority**

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### **Policy**

#### **Homeless Food Packages III: Children/Women with Special Dietary Needs**

Powdered formula should be issued whenever possible, if the type of formula prescribed by the health care provider is available in a powdered form. Refer to the *New Food List With Specifications* when tailoring for specific foods.

<b>Policy Title</b>	<b>HOMELESS FOOD PACKAGE IV: CHILDREN 1-5 YEARS</b>	<b>Item</b>	<b>HOMELESS FOOD PACKAGE IV: CHILDREN 1-5 YEARS</b>
<b>Policy Number</b>	SFP 9.4	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, food substitutions used in creation of specialized food packages for issuance to homeless WIC children 1-5 years receiving Food Package IV.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Homeless Food Packages IV: Children 1 to 5 Years

Powdered, evaporated, or UHT milk may be prescribed. If proper refrigeration is lacking, eggs and fluid and evaporated milk must be excluded from the food package. The parent or guardian should be instructed on how to use powdered milk and the importance of preparing one glass at a time. UHT milk is available in one quart boxes and eight fluid ounce boxes. Local Agencies are encouraged to prescribe the most economical UHT package sizes appropriate to the homeless individual's needs.

Whole UHT milk is the standard for 12-24 mo. olds without refrigeration in their households.

One pound of cheese can be substituted for 3 qts of milk.

Hard boiled eggs, peanut butter and canned beans can be substituted for fresh eggs. See the *New Food List with Specifications* for details.

If a hot plate is not available for cooking, or if dry beans or peas would not be well accepted by the participant with cooking facilities, the purchase of canned beans or peanut butter should be recommended in place of dry beans or peas. Peanut butter is not recommended in the food package of children under two years of age.

Cereal and juice can still be prescribed in this food package. See appendix 3 for juice recommendations

Canned fruits and vegetables may be substituted for fresh fruits and vegetables.

Four - 16 ounce cans (or 8, 8-ounce cans) of plain mature beans, peas, or lentils may be substituted for one pound of dried legumes. Only canned, mature legumes may be prescribed in substitution for dried mature legumes. Immature varieties of legumes, such as those used in canned peas, green beans, snap beans, yellow beans, and wax beans are not authorized. Baked beans are authorized without added fats, oils or meat as purchased.

<b>Policy Title</b>	<b>HOMELESS FOOD PACKAGE: ALL WOMEN</b>	<b>Item</b>	<b>HOMELESS FOOD PACKAGE: ALL WOMEN</b>
<b>Policy Number</b>	SFP 9.5	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, food substitutions used in creation of specialized food packages for issuance to all homeless WIC women.

## Authority

**Federal Regulations:** Part II, Department of Agriculture, Food and Nutrition Services, 7CFR

- Part 246- Special Supplemental Nutrition Program for Women, Infants and Children
- Special Supplemental Nutrition Program for Women, Infants and Children
  - (WIC): Revisions in the WIC Food Packages; Final Rule. Table 4, pp. 12298-99, Dated March 4, 2014

## Policy

### Homeless Food Packages All Women

Powdered, evaporated, or UHT milk may be prescribed. If proper refrigeration is lacking, eggs and fluid and evaporated milk must be excluded from the food package. The client should be instructed on how to use powdered milk and the importance of preparing one glass at a time. UHT milk is available in one quart boxes and eight fluid ounce boxes. Local Agencies are encouraged to prescribe the most economical UHT package sizes appropriate to the homeless individual's needs.

Homeless packages should include small packages of hard-boiled eggs and baked beans for legumes. Sixty-four oz. of canned beans or 18 oz. of peanut butter may be substituted for 1 doz. eggs.

If a hot plate is not available for cooking, or if dry beans or peas would not be well accepted by the participant with cooking facilities, the purchase of peanut butter should be recommended in place of dry beans or peas. Four - 16 ounce cans (or 8 8-ounce cans) of plain mature beans, peas, or lentils may be substituted for one pound of dried legumes. Only canned, mature legumes may be prescribed in substitution for dried mature legumes. Immature varieties of legumes, such as those used in canned peas, green beans, snap beans, yellow beans, and wax beans are not authorized. Baked beans are authorized without added fats, oils or meat as purchased

Cereal and juice can still be prescribed in this food package. See *New Food List With Specifications* for details.

Canned fruits and vegetables may be substituted for fresh fruits and vegetables.

<b>Policy Title</b>	<b>FOOD PACKAGE: INCARCERATED WOMEN</b>	<b>Item</b>	<b>FOOD PACKAGE: INCARCERATED WOMEN</b>
<b>Policy Number</b>	SFP 10.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe, food substitutions used in creation of specialized food packages for issuance to incarcerated WIC women.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Incarcerated Women

It is the policy of the Alaska State WIC Program to provide incarcerated women with WIC outreach materials. These will be provided to each institution's nursing office for distribution to inmates.

Eligible infants and children of incarcerated women brought to WIC by their current legal guardian will receive standard WIC food packages.

Incarcerated pregnant or postpartum women will not receive WIC food packages as inmates are provided institutional meals and would not routinely have individual kitchen privileges. Outreach materials will include WIC addresses and phone numbers to facilitate WIC contact after women are released.

<b>Policy Title</b>	<b>NON-CONTRACT FORMULAS AND OTHER SUPPLEMENTAL FOODS REQUIRING MEDICAL DOCUMENTATION</b>	<b>Item</b>	<b>NON-CONTRACT FORMULAS AND OTHER SUPPLEMENTAL FOODS REQUIRING MEDICAL DOCUMENTATION</b>
<b>Policy Number</b>	SFP 11.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To provide a series of policies that define the requirements for issuing non-contract formula and WIC-eligible nutritionals and obtaining required medical documentation.

## Authority

Federal Regulations:

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### **Non-Contract Formulas and Other Supplemental Food Requiring Medical Documentation**

The following policies discuss:

- Unauthorized apparatus and devices
- Medical documentation definition
- WIC-eligible nutritionals definition
- Supplemental food requiring documentation

<b>Policy Title</b>	<b>UNAUTHORIZED WIC FORMULA COSTS: PRODUCTS NOT ALLOWED</b>	<b>Item</b>	<b>UNAUTHORIZED WIC FORMULA COSTS</b>
<b>Policy Number</b>	SFP 11.1	<b>Effective Date</b>	October 1,2014

## Purpose

To state the rule that apparatus or devices (e.g., enteral feeding tubes, bags and pumps) designed to administer WIC formulas are not allowable WIC costs.

## Authority

Federal Regulations: 7CFR 246.10(e)(12)

- Table 4
- 

## Policy

### Unauthorized WIC Formula Costs:

1. Formulas used solely for the enhancing nutrient intake, managing body weight, addressing picky eaters or used for a condition other than a qualifying condition (vitamin pills, weight control products.)
2. Medicines or drugs
3. Hyperalimentation feedings (nourishment administered through a vein)
4. Enzymes, herbs and botanicals
5. Orally rehydration fluids or electrolyte solutions
6. Flavoring or thickening agents
7. All apparatus or devices (e.g., enteral feeding tubes, bags and pumps) designed to administer WIC formulas are not allowable WIC costs.
8. Sports or breakfast drinks

<b>Policy Title</b>	<b>MEDICAL DOCUMENTATION</b>	<b>Item</b>	<b>MEDICAL DOCUMENTATION: DEFINING</b>
<b>Policy Number</b>	SFP 11.2	<b>Effective Date</b>	October 1,2014

### **Purpose**

To define the term, “medical documentation” in regards to verifying a WIC participant’s qualifying medical condition.

### **Authority**

Federal Regulations: 7CFR Ch. II (1-1-12 Edition)

- Subpart D- Participant Benefits- Supplemental Foods
  - 246.10(d)(3)
    - page 386

### **Policy**

#### **Medical Documentation: Defining**

Medical documentation means that a health care professional licensed to write medical prescriptions under State law has made a medical determination that the participant has a qualifying condition and has provided the written documentation on the Enteral Nutrition Prescription Request form (ENPR).

<b>Policy Title</b>	<b>WIC ELIGIBLE NUTRITIONALS</b>	<b>Item</b>	<b>WIC ELIGIBLE NUTRITIONALS: DEFINITION</b>
<b>Policy Number</b>	SFP 11.3	<b>Effective Date</b>	October 1, 2014

## Purpose

To define the term, “WIC-eligible nutritionals”.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### WIC Eligible Nutritionals: Definition

A “WIC-eligible nutritional” means certain enteral products that are specifically formulated to provide nutritional support for participants including infants with a diagnosed medical condition, when the use of conventional foods is precluded, restricted, or inadequate. Such WIC-eligible nutritionals may be nutritionally complete or incomplete, but they must serve the purpose of a food, provide a source of calories and one or more nutrients, and be designed for enteral digestion via an oral or tube feeding.

<b>Policy Title</b>	<b>MEDICAL DOCUMENTATION: SUPPLEMENTAL FOODS</b>	<b>Item</b>	<b>MEDICAL DOCUMENTATION: SUPPLEMENTAL FOODS REQUIRING MEDICAL DOCUMENTATION</b>
<b>Policy Number</b>	SFP 11.4	<b>Effective Date</b>	October 1, 2014

## Purpose

To list instances where supplemental foods require medical documentation.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Medical Documentation: Supplemental Foods Requiring Medical Documentation

Required for the issuance of the following supplemental foods:

- (i) Any non-contract brand infant formula
- (ii) Any infant formula prescribed to a child or adult who receives Food Package III
- (iii) Any exempt infant formula
- (iv) Any WIC-eligible nutritional
- (v) Any authorized supplemental food issued to participants who receive Food Package III

All foods and formulas needing medical documentation will follow the procedures listed below for non-contract formulas needing Enteral Nutrition Prescription Requests (ENPR). Supplemental foods needing a doctor's prescription do not need to be sent to a Medicaid provider.

<b>Policy Title</b>	<b>FORMULA PRESCRIPTIONS</b>	<b>Item</b>	<b>FORMULA PRESCRIPTIONS: POWDERED VERSUS READY-TO- FEED AND NON-CONTRACT FORMULA</b>
<b>Policy Number</b>	SFP 12.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To encourage routine issuance of powdered infant formula and describe the requirement to obtain an ENPR, when providing non-contract and specialty formulas.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### **Formula Prescriptions: Powdered, Ready-to-Feed and Non-Contract Formula**

The use of powdered formula is to be encouraged. Infants receiving formula by mail will receive only powdered formula unless written documentation from the health care provider verifies the need for concentrate or ready-to-feed.

Non-contract and specialty formulas may be provided with a health care provider's determination of a medical or nutritional condition which necessitates the use of special formula as long as the formula is on the approved non-contract formula list. Documentation of the health care provider's determination of the need through the Enteral Nutrition Prescription Request form must be included in the participant's file or kept in a file where it is easy to locate.

<b>Policy Title</b>	<b>REDEMPTION OF WARRANTS FOR FORMULA</b>	<b>Item</b>	<b>REDEMPTION OF WARRANTS FOR FORMULA</b>
<b>Policy Number</b>	SFP 13.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe the requirement that participants must redeem infant formula warrants for the full amount of formula printed on the warrant.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Redemption of Warrants for Formula

Participants are required to redeem warrants for infant formula for the **full amount** of formula printed on the warrant. This is the only item on warrants with this requirement; participants may choose to redeem warrants for less than the full amount of any other item listed on the warrant. This is because the infant formula rebate contractor is billed for rebates based on the all of the formula printed on warrants. Participants should be asked to bring any unused formula to their WIC clinic, where it can be used as samples.

<b>Policy Title</b>	CONTRACT FORMULA	<b>Item</b>	CONTRACT FORMULA
<b>Policy Number</b>	SFP 14.0	<b>Effective Date</b>	October 1, 2014

## Purpose

To present the State WIC Office policy on use of “contract” infant formula when breastfeeding is not possible.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Contract Formula

The Alaska WIC Program strongly encourages breastfeeding of infants unless there are medical contraindications. Those infants who are not being exclusively breastfed are eligible to receive a limited amount of infant formula. If the infant is receiving any amount of formula as a WIC benefit, the breastfeeding mother may not be issued the Enhanced Breastfeeding food package. The formulas available to these infants are the current WIC primary contract milk based and soy based formulas. Primary contract infant formula is the specific infant formula for which a manufacturer submits a bid to a State WIC Office in response to a rebate solicitation and is ultimately awarded a contract by the State WIC Office. The State WIC Office is required to use the primary contract infant formula as the first choice of issuance for all WIC infants receiving infant formula in their prescribed food packages. All other infant formulas issued are an alternative to the primary contract infant formula.

The WIC Program is **not** required to issue a non-contract formula merely because a health care provider prescribes it. The prescription must be accompanied by an acceptable justification in order for it to be approved by the State WIC Office.

Use of the contract formula saves several million dollars a year, and allows WIC to serve thousands more WIC participants per month in Alaska. Each time a non-contract formula is used, several other people are not able to receive WIC services.

<b>Policy Title</b>	MILK BASED FORMULA	<b>Item</b>	MILK BASED FORMULA
<b>Policy Number</b>	SFP 15.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To provide direction on when it is appropriate to issue milk based formula.

### **Authority**

State WIC Office

### **Policy**

#### **Milk Based Formula**

Infants who spit up normal amounts of formula (dribbling 1-3 tablespoons at each feeding) or who are fussy or colicky (crying 1-3 hours/day is within the normal range) can continue to receive contract milk-based formula. Parents or caregivers of these infants will benefit from counseling by a registered dietitian, nutritionist, or nurse to assure that their infant is growing well on contract milk-based formula. Normal weight gain is the key to provide reassurance.

<b>Policy Title</b>	SOY BASED FORMULA	<b>Item</b>	SOY BASED FORMULA
<b>Policy Number</b>	SFP 16.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To provide direction on when it is appropriate to issue soy based formula.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Soy Based Formula

If the CPA determines that the infant does not tolerate a milk-based infant formula, the soy based formula can be provided. A description of the symptom(s) as well as the counseling provided while the infant was being fed a milk-based infant formula should be recorded in the participant's file.

<b>Policy Title</b>	<b>NON-CONTRACT FORMULA PROCEDURES</b>	<b>Item</b>	<b>NON-CONTRACT FORMULA PROCEDURES/ENPR REQUEST FORM</b>
<b>Policy Number</b>	SFP 17.0	<b>Effective Date</b>	October 1, 2014

## Purpose

To describe the requirement of obtaining an ENPR form, in order to provide a noncontract formula to a WIC participant.

## Authority

State WIC Office based on:

Federal Regulations: Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Non-Contract Formula

The Alaska WIC Programs provides infant formulas through a bulk purchasing contract which results in considerable savings of program funds. WIC encourages Local Agencies and healthcare providers to prescribe these WIC contract formulas when appropriate for formula-fed WIC infants. Substituting non-contract formulas costs the taxpayers and the WIC Program over ten times more than WIC contract formulas.

### ENPR Form to request Non-Contract Formulas

However, the special needs of a small percentage of infants will require the use of an alternate formula. If a participant requires a formula other than one of the contract formulas due to a diagnosed medical condition, a health care professional who is licensed to write prescriptions (such as physician, physician's assistant, or nurse practitioner) in Alaska may request that it be issued by WIC. The request must be documented on the Medicaid Enteral Nutrition Prescription Request (ENPR) form available on the web at

<http://www.hss.state.ak.us/dpa/programs/nutri/WIC/LocalAgencies/LAENPRForms.htm>

Prescriptions written on prescription pads or made via telephone are not accepted by WIC. The ENPR provides the WIC program with the medical documentation needed to issue WIC warrants for the purchase of the substitute formula. Providers may give the completed form to the WIC participant or fax it to their Local Agency. The request must be reviewed by a Local Agency RD or Nutritionist (NSS 1.e.1). Local Agencies should have an established written protocol in their clinics for reviewing, and evaluating submitted ENPR forms. The procedure should include who is able to review, approve/deny requests at the Local Agency and the criteria that the approval/denial is based upon.

**Alaska WIC Nutrition Program Enteral Nutrition Prescription Request Form**  
 State of Alaska Department of Health & Social Services/Public Assistance  
 Please Fax to \_\_\_\_\_

Prescription must be completed by Health Care Provider (must be eligible to write prescriptions in AK)

Client Name \_\_\_\_\_ DOB \_\_\_\_\_  
 Parent's/Caregivers Name \_\_\_\_\_ Address: \_\_\_\_\_  
 Medicaid Eligible?  No  Yes Medicaid # \_\_\_\_\_ End date \_\_\_\_\_  
 Current Measurements (if available): Medical date \_\_\_\_\_ Ht = \_\_\_\_\_ in/cm Wt = \_\_\_\_\_ lbs/kg

<u>Infant</u>	<u>CHILD/ WOMEN</u>
<p><b>FORMULA</b> _____</p> <p><b>PRESCRIBED AMOUNT OF FORMULA:</b>  <input type="checkbox"/> MAXIMUM ALLOWABLE OR <input type="checkbox"/> _____ OUNCES                      (RD can calculate, based on current weight)</p> <p><b>Was another Formula Tried</b> <input type="checkbox"/> Yes <input type="checkbox"/> No                      Formula Tried _____</p> <p align="center"><b>INFANTS 6-11 MONTHS</b></p> <p><b>Check foods to avoid:</b></p> <p><input type="checkbox"/> Infant Cereal  <input type="checkbox"/> Infant Fruits/Vegetables  <input type="checkbox"/> INCREASED FORMULA AMOUNT, AND NO INFANT FOODS</p> <p><b>DURATION:</b> <u>12 MONTHS</u> OR _____ MONTHS</p>	<p><b>FORMULA</b> _____</p> <p><b>PRESCRIBED AMOUNT OF FORMULA:</b>  <input type="checkbox"/> MAXIMUM ALLOWABLE OR <input type="checkbox"/> _____ OUNCES  <input type="checkbox"/> WHOLE MILK IN ADDITION TO FORMULA</p> <p><b>FOOD PRESCRIPTION (check one)</b></p> <p><input type="checkbox"/> Allow Age appropriate WIC foods.                      Exceptions specify: _____</p> <p><input type="checkbox"/> No solid foods: offering solids is contraindicated at this time, provide medical formula only.</p> <p><input type="checkbox"/> Infant cereal  <input type="checkbox"/> Infant fruits and vegetables  <input type="checkbox"/> Allow WIC registered dietitian to prescribe supplemental WIC foods</p> <p><b>DURATION:</b> <u>12 MONTHS</u> OR _____ MONTHS</p>

**CHOOSE AT LEAST ONE DIAGNOSIS OR WRITE IN SPACE PROVIDED**  
 (QUALIFYING CONDITION – MEDICAL DIAGNOSIS WITH ICD-9 CODE)

Growth issues	Medical issues	Development issues
Failure to Thrive (783.41)	Severe gastrointestinal issue (536.9)	Developmental sensory/motor delays (783.4)
Inadequate growth (783.40)	Malabsorption syndromes (579.9)	Fetal Alcohol Spectrum (760.71)
Prematurity* (765.10)	Genetic-congenital disorders (740-759)	<b>Pregnancy issues</b>
*requires Additional ICD 9 code:	Metabolic disorders/Inborn errors of amino acid metabolism (277.9)	Low maternal weight gain (646.8)
Low birth weight (765.10)	Food allergies (693.1)	Maternal weight loss during pregnancy (783.2)
<b>Blood issues</b>	Celiac disease (579.0)	Multifetal gestation (783.2)
Anemia (281.9)	Heart/circulatory/respiratory diseases (390-519)	<b>Vegan diet</b>
	Persistent dermatological condition (692.9)	Vegan Diet
<b>Other medical diagnosis</b> (some conditions may not qualify for special formula through WIC)		
		ICD-9 code _____

Signature \_\_\_\_\_ Date \_\_\_\_\_ Medical Provider Address & Phone

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Medical Provider Name \_\_\_\_\_ Provider Medicaid ID # \_\_\_\_\_

**WIC REGISTERED DIETITIAN/LICENSED DIETITIAN (RD/LD) & MEDICAID USE ONLY**

Formula average daily calorie needs for \_\_\_\_\_ months = \_\_\_\_\_  
 Date \_\_\_\_\_ RD approved \_\_\_\_\_ CPA approved \_\_\_\_\_ Denied \_\_\_\_\_ Date Range approved: \_\_\_\_\_  
**Pharmacy use only** Product \_\_\_\_\_ Size \_\_\_\_\_ Cans/day \_\_\_\_\_ Date \_\_\_\_\_  
 Pharmacist signature \_\_\_\_\_ XEROX use only  Authorized  Denied

## State of Alaska WIC Program

**Directions:** Please complete the Enteral Nutrition Prescription Request (ENPR) form so that WIC can provide a Non Contract formula for your patient. This form can be provided to the WIC client or faxed to the WIC office. If measurements were completed during the medical exam please document the most current information. The prescription must be completed by a Health Care Provider eligible to write prescriptions in Alaska. Please include your Alaska License number or Medicaid Provider number. If the ENPR form is approved by the Local Agency Registered Dietitian, WIC will provide the Non Contract formula. If your client is currently participating in the State of Alaska Medicaid or Denali Kid Care program, WIC will apply to Medicaid for the Non Contract Formula. The Local Agency will assist the WIC family in the application process. If Medicaid approves the prescription the formula will be shipped directly to your patient's home. This process may take more than a month for completion, during which time WIC will provide the Non Contract formula for your patient.

**Important:** Medical documentation is federally required in order to issue special formula and some supplemental food to WIC women, infants and children who have qualifying condition(s) that require the use of the special formulas listed below. The program does NOT authorize issuance of special formulas for:

- 1). Non specific symptoms such as intolerance, fussiness, gas, spitting up, constipation or colic OR
- 2). Enhancing nutrient intake or managing body weight without an underlying medical condition.

**WIC is a supplemental Food Program. Infants who are not breastfed may require more formula than WIC is able to provide.**

ALASKA WIC STANDARD CONTRACT FORMULAS:
The following contract formulas <b>DO NOT REQUIRE MEDICAL DOCUMENTATION</b> for infants younger than 12 months, except when an increased formula amount is requested for infants 6-11 months:
Similac Advance (milk based)
Enfamil Prosobee (soy based)

NON CONTRACT FORMULAS: MEDICAL FORMULAS THAT MAY BE PROVIDED BY A PHYSICIAN REQUEST

Other Infant	Amino Acid Based	WIC-eligible Nutritionals for Children/Women
Good Start Gentle Plus	Neocate Infant	Pediasure
Good Start Soy Plus	Neocate Jr.	Pediasure with Fiber
<b>Hydrolyzed Protein</b>	Elecare	Ensure all Flavors
Similac Expert Care Alimentum	<b>Premature Infant Post Discharge</b>	
Nutramigen with Enflora	Enfacare	<b>Soy for Children</b>
<b>Lactose Reduced</b>	Neosure	Enfagrow Toddler Transitions Soy
Gentlease	<b>Added Starch</b>	
	Enfamil AR	

ESTIMATED ENERGY AND PROTEIN REQUIREMENTS FOR INFANTS			
	Age in Years	RDA Energy (kcal/kg)	Protein (g/kg/day)
<b>Infants</b>	<b>Premature</b>	<b>120</b>	<b>2.2</b>
	<b>0-6 months</b>	<b>108</b>	<b>2.2</b>
	<b>6-12 months</b>	<b>98</b>	<b>1.6</b>
<b>Children</b>	<b>1-3 years</b>	<b>102</b>	<b>1.2</b>
	<b>4-6 years</b>	<b>90</b>	<b>1.1</b>

<i>Females Velocity of Weight Gain</i>	gm/day	<i>Males Velocity of Weight Gain</i>	gm/day
Birth-3 month	24	Birth-3 month	28
3-6 months	19	3-6 months	21
6-9 months	14	6-9 months	15
9-12 months	11	9-12 months	11
12-18 months	8	12-18 months	8
18-36 months	5	18-36 months	5
3-4 years	5	3-4 years	5
4-5 years	6	4-5 years	6

Full Provisions of WIC	Formula and Food for a month																
<b>Infants</b>	<b>Children and Women</b>																
<ul style="list-style-type: none"> <li>● 0-3 months of age: 26 ounces of formula/day</li> <li>● 4-5 months of age: 29 ounces formula/day</li> <li>● 6-11 months of age: 20 ounces formula/day* 24 ounces infant cereal 32 four ounce containers baby food fruit/vegetables</li> </ul> <p>*Infants unable to consume baby foods may be eligible for up to 29 ounces formula per day.</p>	<table style="width: 100%; border: none;"> <tr> <td style="border: none;">Eggs 1 dozen</td> <td style="border: none;">Juice 1 gallon(children approx. 4oz/day)</td> </tr> <tr> <td style="border: none;">Fruits/Vegetables \$6-\$10</td> <td style="border: none;">Whole grains 1-2 pounds</td> </tr> <tr> <td style="border: none;">Cereal 36 ounces</td> <td style="border: none;">Beans 1 pound</td> </tr> <tr> <td style="border: none;">Cheese 1 lb</td> <td style="border: none;">Peanut Butter 18 ounces</td> </tr> <tr> <td style="border: none;">Milk up to 4 gallons</td> <td style="border: none;">(children have a choice of</td> </tr> <tr> <td style="border: none;">(children 13-17ounces/day)</td> <td style="border: none;">beans or peanut butter)</td> </tr> <tr> <td style="border: none;">Exclusively Breastfeeding Women receive additional WIC foods</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;"><b>Formula for Children and Women is approximately 29 ounces/day</b></td> <td style="border: none;"></td> </tr> </table>	Eggs 1 dozen	Juice 1 gallon(children approx. 4oz/day)	Fruits/Vegetables \$6-\$10	Whole grains 1-2 pounds	Cereal 36 ounces	Beans 1 pound	Cheese 1 lb	Peanut Butter 18 ounces	Milk up to 4 gallons	(children have a choice of	(children 13-17ounces/day)	beans or peanut butter)	Exclusively Breastfeeding Women receive additional WIC foods		<b>Formula for Children and Women is approximately 29 ounces/day</b>	
Eggs 1 dozen	Juice 1 gallon(children approx. 4oz/day)																
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Exclusively Breastfeeding Women receive additional WIC foods																	
<b>Formula for Children and Women is approximately 29 ounces/day</b>																	



## Alaska WIC Policy

<b>Policy Title</b>	<b>ENPR INSTRUCTIONS FOR REGISTERED DIETITIAN</b>	<b>Item</b>	<b>ENPR INSTRUCTIONS FOR REGISTERED DIETITIAN</b>
<b>Policy Number</b>	SFP 17.1	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### Purpose

To describe the required information that must be verified by a Registered/Licensed Dietitian, Licensed Nutritionist (LN), or Competent Professional Authority in Consultation with an RD/LD), when approving an ENPR form.

### Authority

State WIC Office based on:

Federal Regulations: Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### Policy

#### Instructions for the Registered/Licensed Dietitian (RD/LD), Licensed Nutritionist (LN) or Competent Professional Authority (CPA) in Consultation with RD/LD

1. Verify the ENPR is complete.
  - a. Verify the formula/WIC-eligible nutritional requested is on the approved Alaska WIC non-contract formula list.
  - b. Verify that the supplemental food approval section is filled out if needed.
  - c. Verify that a length of time has been written.
  - d. Verify the health care provider has indicated an amount of formula or has approved the maximum amount available.
  - e. Verify the health care provider has included their Medicaid provider number or State of Alaska License number.
  - f. Verify the health care provider has selected a diagnosis with an ICD-9 code or has written a diagnosis with an ICD-9 code.
2. Using the RDA, RD estimates and writes both **current** daily caloric needs, amount of formula needed per day and calorie needs in **6 months**.
3. WIC will provide the amounts of supplemental foods prescribed are based on foods for Children and Women in USDA WIC Food Package III.
4. If the client is currently participating in Denali Kid Care or Medicaid, verify the Medicaid number and begin the application process to the durable Medical equipment provider.
5. Children older than 12 months and Women require tow forms for Medicaid approval. The Certificate of Medical Necessity must also be completed and signed by a physician. The



## **Alaska WIC Policy**

ENPR and CNM are sent to the Durable Medical Equipment Provider to obtain Medicaid approval for the special formula. A copy of the CNM is in the appendix of this chapter.



## Alaska WIC Policy

<b>Policy Title</b>	<b>FORMULA SUBSTITUTIONS BY PROVIDERS</b>	<b>Item</b>	<b>FORMULA SUBSTITUTION REQUESTS BY PROVIDERS</b>
<b>Policy Number</b>	SFP 17.2	<b>Effective Date</b>	October 1, 2014

### Purpose

To present the policy that substitutions of non-contract formulas are permitted only when prescribed by a health care professional on a WIC ENPR Request Form.

### Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### Policy

#### Formula Substitution Recommendations From Health Care Providers

Substitutions of non-contract formulas are permitted only when the health care professional determines and documents that the WIC participant has been diagnosed with any of the conditions listed on the ENPR form. General symptoms such as fussiness, colic, spitting up, constipation, etc. cannot be accepted as a justification for a non-contract formula substitution. While a health care provider and/or a parent or guardian may feel that a formula substitution is appropriate in some of these situations, WIC funding constraints limit the issuance of non-contract formulas to participants with serious medical conditions requiring the use of a substitute formula.



# Alaska WIC Policy

<b>Policy Title</b>	<b>DURATION OF APPROVAL FOR WIC NON-CONTRACT FORMULA REQUESTS</b>	<b>Item</b>	<b>DURATION OF APPROVAL FOR WIC NON-CONTRACT FORMULA REQUESTS: PROCESSING A PENDING MEDICAID ENPR</b>
<b>Policy Number</b>	SFP 17.3	<b>Effective Date</b>	October 1, 2014

## Purpose

To describe the length of time a non-contract formula prescription may be approved for.

## Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Duration of Approval for WIC Non-Contract Formula Requests

Local Agencies approve ENPR for the length of time the HCP determines a patient needs the non-contract formula prescription, not to exceed 12 months.. Incomplete requests and requests not meeting the criteria listed on the ENPR cannot be approved. WIC will consult the HCP if for any reason there is a need to recommend a change of non-contract formula.

### Processing a Pending Medicaid ENPR for a Participant

A WIC client who is on Medicaid may be issued one month of food instruments while the Medicaid is processing the ENPR paperwork and starts providing formula. Food Package issuance may be continued past one month on a case-by-case basis if there are documented problems or delays in getting Medicaid approval. The Certificate of Medical Necessity form approved by Medicaid will now go directly to the WIC Local Agency.



## Alaska WIC Policy

<b>Policy Title</b>	<b>ENPR DATA ENTRY AND RECORDKEEPING</b>	<b>Item</b>	<b>ENPR DATA ENTRY AND RECORDKEEPING: NON-CONTRACT ISSUANCE RATES</b>
<b>Policy Number</b>	SFP 17.4	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To describe the method for documenting an ENPR in a WIC participant’s record.

### **Authority**

State WIC Office

### **Policy**

#### **ENPR Data Entry and Recordkeeping**

In the Spirit system, in order to enter an ENPR food or formula, the “FOOD Package III” box must be checked on the Health Information tab in the participant’s chart. Save the change. Go to the “Food Prescription” tab. If the infant is over 6 months, you will be asked if you’d like to include infant foods or not- answer as appropriate. The “Formula” screen will appear, and “Special Formulas” is active. Choose the formula or food specified on the ENPR. The “Special Formula Prescription Item” screen will appear, requesting the start and end date, reason, and physician information.

#### **Non-Contract Issuance Rates**

Local Agencies should keep their non-contract formula issuance rate at 5% or less of the total number of formula prescriptions issued. To find out the quarterly non-contract formula issuance percentage rate for the quarter, divide the number of participants issued non-contract formula by the number of participants issued any formula:

$$\text{NCF Issuance Rate} = \frac{\text{\# Participants Issued Non-contract Formula Quarterly}}{\text{\#Participants Issued Any Formula Quarterly (Contract and Non-Contract)}}$$

A Spirit report will be developed to produce this information. Please consult state WIC staff.



# Alaska WIC Policy

<b>Policy Title</b>	<b>NON-CONTRACT FORMULA DENIAL</b>	<b>Item</b>	<b>NON-CONTRACT FORMULA DENIAL</b>
<b>Policy Number</b>	SFP 17.5	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe situations when a non-contract formula request from a health care provider may be denied, and present the appropriate steps for documenting the denial.

## Authority

State WIC Office  
NSS1 e.1

## Policy

### Denial/Disapproval of Health Care Provider's Non-Contract Formula Recommendation

The WIC Program is not required to issue a substitute non-contract formula merely because it is prescribed by a health care provider. While the WIC Program strives to honor all recommendations by health care providers, the need to contain program costs makes it necessary to limit the issuance of substitute non-contract formulas to participants with serious medical conditions requiring the use of alternate formulas. The health care provider must submit a completed ENPR form that includes identification of a serious medical condition with accompanying ICD-9 code, in order for it to be approved by the RD or Nutritionist. .

If, after evaluating a health care provider's request for a non-contract formula substitution, the Local Agency RD or Nutritionist determines that there is no apparent intolerance or health condition contraindicating the issuance of a contract formula, or that the problem is apparently due to improper formula dilution, feeding or storage, the health care provider's recommendation should not be followed. The RD or Nutritionist should contact the health care provider to inform him or her of the circumstances of the decision. The RD or Nutritionist should explain that while there may be a need for a substitution and WIC does not question the clinical judgment of the health care provider, because of cost constraints WIC policy limits formula substitutions to serious medical conditions.

After consulting with the provider, the RD or Nutritionist may subsequently determine that there is sufficient justification for the prescription for the substitute formula, although this has not been documented on the ENPR sent to the Local Agency by the provider. This additional justification can be documented on the ENPR form by the RD or Nutritionist. State WIC Office nutrition staff may be consulted as needed in situations in which health care providers question the non-contract formula substitution policy.



## Alaska WIC Policy

Appropriate counseling should be offered to the parent or guardian and documented in the participant's file when requests for formula substitutions are denied. Warrants for an appropriate WIC contract formula should be issued to the participant's parent or guardian.



## Alaska WIC Policy

<b>Policy Title</b>	<b>NON-CONTRACT FORMULA DOCUMENTATION</b>	<b>Item</b>	<b>NON-CONTRACT FORMULA DOCUMENTATION</b>
<b>Policy Number</b>	SFP 17.6	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To describe documentation required when a non-contract formula is prescribed.

### **Authority**

State WIC Office

### **Policy**

#### **Non-Contract Formula Documentation**

The WIC RD or Nutritionist must document in the SOAP note her/his evaluation of the health status of any child for whom a substitute non-contract formula is prescribed, in reference to appropriate height and weight for age and whether the child is making progress towards developmental milestones of growth and development. Concerns in this or any other area found during the initial evaluation should be noted in the “Alaska WIC & Medicaid Affiliated Computer Services Use Only” section of the ENPR. A copy of the ENPR form must be placed in the participant’s file or scanned into the electronic file.

Local Agencies should keep their non-contract formula issuance rate at 5% or less of the total formula issued.

WIC Local Agencies need to inform WIC clients who are Medicaid recipients or Medicaid eligible how to obtain their non-contract formulas or WIC-eligible nutritionals from Medicaid. Alaska Medicaid recipients have the right to choose their Medicaid DME provider. The contact phone number is Xerox Medicaid Services, (907) 339-1932 or toll free 1-800-780-9972.

Alaska WIC can issue participants non-contract formula to allow Medicaid time to approve and supply non-contract formula.



## Alaska WIC Policy

<b>Policy Title</b>	<b>OBTAINING NON-CONTRACT FORMULA FROM MEDICAID</b>	<b>Item</b>	<b>OBTAINING NON-CONTRACT FORMULA FROM MEDICAID: CLIENT AND LA RESPONSIBILITIES</b>
<b>Policy Number</b>	SFP 18.0	<b>Effective Date</b>	October 1, 2014

### Purpose

To describe the process for obtaining non-contract formula for WIC participants on Medicaid.

### Authority

State WIC Office based on:

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### Policy

#### How to Obtain Non-Contract Formula from Medicaid for a Medicaid Client

WIC Local Agencies need to inform WIC clients who are Medicaid recipients that WIC will begin the ENPR Medicaid application process for the non-contract formula. Alaska WIC can issue participants non-contract formula to allow Medicaid time to approve and supply non-contract formula.

Alaska WIC requires Medicaid provide non contract formula's to WIC clients that are participating in the Medicaid/DKC program. The local agency provides assistance in application process.

1. A completed ENPR form from the HCP is reviewed by the RD. HCP must have a Medicaid ID number documented on the form.
2. The participant is interviewed by the RD and an assessment is completed and documented in the client record.
3. The ENPR is reviewed for compliance to AK WIC and Alaska Medicaid requirements:
  - a. Client has current verified Medicaid number.
  - b. Current medical information for client is documented on ENPR (height and weight).
  - c. Form is completed by HCP licensed to prescribe medications in Alaska, and their Medicaid or Alaska License number is included on the ENPR.



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- d. For clients over 1 year of age and women, a Certificate of Medical Necessity must also be signed by the provider and submitted to the DME
  - e. HCP has selected amount of formula to provide and the types of WIC foods to provide, or indicated that RD should determine the WIC foods.
  - f. The HCP has selected a Medical Diagnosis approved by Alaska WIC or has written an appropriate diagnosis with correct ICD-9 code.
  - g. Signature of HCP, phone number and address of the HCP.
  - h. Duration that formula is to be provided is selected.
4. RD/CPA scans the ENPR.
  5. One to two months of WIC warrants for the formula can be provided while the DME is processing the ENPR.
  6. The local agency faxes a copy of the ENPR to the DME, and keeps the original ENPR in the client record.
  7. In one to two weeks the DME is contacted by the local WIC agency for information on the approval process by Medicaid.
  8. When the formula is approved by Medicaid, the local agency contacts the client and provides instruction on how to obtain the formula from the DME. It is recommended a letter be sent to the client with the procedure to obtain the approve formula from the DME. There are several options dependent on location of the DME:

### Client Responsibility:

- a. The client will contact the local pharmacy to set up a monthly pick up schedule.
- b. The client will contact the DME in Anchorage to have the formula shipped to the client home.
- c. The client will need to contact the DME monthly to obtain the formula.

<b>Policy Title</b>	<b>DURABLE MEDICAL EQUIPMENT PROVIDER (DME) RESPONSIBILITIES</b>	<b>Item</b>	<b>DURABLE MEDICAL EQUIPMENT PROVIDER (DME) AND AFFILIATED COMPUTER SERVICES ENPR PROCESSING RESPONSIBILITIES</b>
<b>Policy Number</b>	SFP 18.1	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To describe the responsibilities of each, the Durable Medical Equipment Provider (DME), the Affiliated Computer Services and the Local Agency, when processing ENPR's through Medicaid.

## Authority

State WIC Office

## Policy

### Durable Medical Equipment Provider (DME) Responsibilities

The selected Medicaid DME provider:

- Submits the ENPR to Xerox Business Services (1-800-780-9972), an organization that reviews, processes, and pays DME provider claims on behalf of Alaska Medicaid.
- The Local Agency contacts the DME 1-2 weeks after the submission of the ENPR.
- Notifies the WIC-Medicaid participant about their ENPR Affiliated Computer Service's authorization or denial.
- The Local Agency is responsible for contacting the WIC client about the approval or disapprovals of the ENPR application.

### Xerox (Medicaid Processing Services) toll free 1-800-780-9972 Responsibilities

Xerox Processing Services is responsible for:

- Evaluating the ENPR for authorization or denial.
- Notifying Medicaid DME providers about ENPR authorizations or denials.

### Local Agency Responsibilities

WIC Local Agencies are Responsible for:

- Submission of ENPR to the DME for processing
- Maintain a log of DME submissions
- Inform WIC-Medicaid participants ENPR authorizations or denials decisions, as soon as they or received from Affiliated Computer Services in order to prevent duplication of benefits.



## Alaska WIC Policy

<b>Policy Title</b>	<b>CLIENTS CHOOSING NOT TO PURSUE MEDICAID FOR PAYMENT OF WIC-ELIGIBLE NUTRITIONALS</b>	<b>Item</b>	<b>CLIENTS CHOOSING NOT TO PURSUE MEDICAID FOR PAYMENT OF WIC ELIGIBLE NUTRITIONALS</b>
<b>Policy Number</b>	SFP 18.2	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To describe the process to be used for providing non-contract formula to clients receiving Medicaid, but choose not to pursue Medicaid payment for their non-contract formula (i.e. WIC-eligible nutritionals).

### **Authority**

State WIC Office

### **Policy**

#### **Clients Choosing Not to Pursue Medicaid for Payment of WIC-eligible Nutritionals**

The client should be encouraged to participate in Medicaid and have Medicaid pay for their non-contract formula, as Medicaid can provide 100% of monthly formula needs, whereas WIC is a supplemental nutrition program, and can only provide a portion of their formula needs. However, for clients that choose not to pursue Medicaid for payment of their WIC-eligible nutritionals, WIC cannot deny participants benefits.

Issue monthly warrants for Medicaid eligible WIC clients who choose not to pursue obtaining their special non-contract formulas from Medicaid instead of issuing two-three months' worth of FIs. The monthly issuance schedule provides Medicaid eligible WIC clients opportunities to obtain their non-contract special formulas via Medicaid, by choosing a Durable Medical Equipment (DME) provider who requests approval to Affiliated Computer Services and allows time for processing the request. This will ensure that WIC will not have to pay for WIC-eligible nutritionals if Medicaid can provide approval.

To maintain clear medical documentation, include the circumstances as to why Medicaid was not the payer of first resort in the general notes section of their electronic chart.



## Alaska WIC Policy

<b>Policy Title</b>	<b>OBTAINING NON-CONTRACT FORMULA BY MAIL (MOV)</b>	<b>Item</b>	<b>OBTAINING NON-CONTRACT FORMULA BY MAIL (MOV)</b>
<b>Policy Number</b>	SFP 19.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To describe the process for obtaining non-contract formula using the Mail Order Vendor system, when the needed formula is not stocked by the local vendor.

### **Authority**

State WIC Office

### **Policy**

#### **Ordering Non-Contract Formula by Mail**

If a local vendor does not stock a non-contract formula prescribed for a participant, and the local vendor is unable to order it for the participant in a timely manner, or the client is on Mail Order Vendor (MOV) services, it may be necessary for a Local Agency to order the formula by mail. Such formulas may be ordered from the Mail Order Vendor, using the following procedure:

1. Obtain approval from the Local Agency WIC Nutritionist or her alternate to order the prescribed non-contract formula. ENPR must be complete and approved.
2. If there is a food package in the WIC computer system for the non-contract formula, order it from the Mail Order Vendor through the computer system.
3. Generate a monthly MOV for the non-contract formula. Call or email the Vendor Manager to inform her that the MOV contractor may need to special order the non-contract formula. The MOV contractor will mail the non-contract formula to the participant. The local agency will be responsible for monitoring the issuance of the non-contract formula, and deleting the prescription once Medicaid begins sending it to the client.

WIC LA's are to provide the appropriate nutrition assessment and counseling. WIC will not reimburse a WIC vendor or a Medicaid DME provider for the cost difference beyond the Medicaid covered cost.



## Alaska WIC Policy

<b>Policy Title</b>	<b>LOW IRON FORMULA</b>	<b>Item</b>	<b>LOW IRON FORMULA</b>
<b>Policy Number</b>	SFP 20.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To inform Local Agencies of the policy, that low iron formula may not be issued to a WIC infant.

### **Authority**

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### **Policy**

#### **Low Iron Formula**

Low iron formula may not be issued for any diagnosis.



## Alaska WIC Policy

<b>Policy Title</b>	<b>FOLLOW-UP AND WEANING FORMULAS</b>	<b>Item</b>	<b>FOLLOW-UP AND WEANING FORMULAS</b>
<b>Policy Number</b>	SFP 21.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To inform Local Agencies, that follow-up and weaning formulas do not offer any nutritional advantage over standard infant formulas.

### **Authority**

State WIC Office

### **Policy**

#### **Follow-up and Weaning Formulas**

Standard infant formulas meet the nutritional requirements of the older infant. Thus, follow-up or weaning formulas do not offer any nutritional advantage over standard infant formulas.



## Alaska WIC Policy

<b>Policy Title</b>	<b>SPECIALTY FORMULA FILE DOCUMENTATION</b>	<b>Item</b>	<b>SPECIALTY FORMULA FILE DOCUMENTATION</b>
<b>Policy Number</b>	SFP 22.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### Purpose

To list the information that must be placed in the WIC participant’s record when they are receiving a non-contract formula.

### Authority

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### Policy

#### Specialty Formula Documentation

The following information must be in the participant’s file:

- WIC ENPR Form requesting the formula written by a physician, physician’s assistant, or nurse practitioner.
- The name of the formula must be on the prescription.
- Medical documentation of the need for the formula
- Duration of need
- Address and telephone number of the health care provider



## Alaska WIC Policy

<b>Policy Title</b>	<b>ADULT AND CHILD SPECIALTY FORMULAS</b>	<b>Item</b>	<b>ADULT AND CHILD SPECIALTY FORMULA</b>
<b>Policy Number</b>	SFP 23.0	<b>Effective Date</b>	October 1, 2014

### Purpose

To list the formulas that are WIC approved and may be issued to a women or child needing a special medical formula (i.e. a Food Package III).

### Authority

State WIC Office based on:

Federal Regulations: Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### Policy

#### Adult and Child Medical Formula

The following adult specialty formulas are approved by the WIC Program for issuance in Food Package III:

- Ensure
- Ensure with Fiber
- Neocate Junior
- Pediasure
- Pediasure with Fiber

The Alaska WIC Program meets non-Medicaid-eligible participant's needs for exempt medical formulas by allowing them to use WIC warrants for the purchase.



## Alaska WIC Policy

<b>Policy Title</b>	<b>MEETING RELIGIOUS EATING PATTERN INFANT FORMULA REQUESTS</b>	<b>Item</b>	<b>MEETING RELIGIOUS EATING PATTERN INFANT FORMULA REQUESTS</b>
<b>Policy Number</b>	SFP 24.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### **Purpose**

To provide direction for choosing an appropriate formula that meets a WIC infant’s religious beliefs, when their guardian feels the contract formula does not work with their religious practices.

### **Authority**

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

### **Policy**

#### **Meeting Religious Eating Pattern Infant Formula Requests**

Alaska’s contract formulas will work with most religious eating patterns. If an additional formula is requested, approval must be obtained from State WIC Office staff. Medical documentation will not be required.



## Alaska WIC Policy

<b>Policy Title</b>	<b>FORMULA SAMPLES</b>	<b>Item</b>	<b>FORMULA SAMPLES</b>
<b>Policy Number</b>	SFP 25.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### Purpose

To describe the State WIC Office position on obtaining and providing sample formula.

### Authority

State WIC Office

### Policy

#### Formula Samples

*Formula samples are no longer provided by the Alaska WIC Program as of May 2008.*

If samples become available in the future, the following policies will apply.

At the initial certification, Local Agencies should stress to each parent or guardian that WIC provides supplemental food only. WIC does not provide the total amount of food an infant needs. Local Agencies must not provide samples to tide participants through until the next set of warrants are issued. Local Agencies should minimize the visibility of samples at the clinic. Samples are limited to 3-16 or 4-12 oz cans powder or 6-13 oz cans concentrate formula per infant per certification period.

#### Reasons for Using Sample Formula

Acceptable reasons for issuance of sample formula include:

- When formula warrants have already been cashed but the health care provider subsequently determines a change of formula is indicated and the participant's parent or guardian cannot purchase it immediately with WIC warrants. The Local Agency should require that the original previously prescribed formula already purchased with WIC warrant(s) be returned to the WIC clinic before issuing a warrant for a new formula.
- When formula or WIC warrant had been damaged due to house fires, flood, etc.
- When an applicant has to wait weeks for WIC application or appointment and whose family is in extreme financial difficulty. The family should also be referred to the Food Stamp Program.
- When a family will miss picking up their next warrants and must postpone their appointment due to unavoidable circumstances; e.g. they must travel for emergency purposes to a distant health care facility.
- When a family is unable to obtain formula at local stores due to weather constraints affecting shipment and delivery of WIC items or whose formula does not arrive from the food mail-out vendor.



## Alaska WIC Policy

- When a mother has to stop breastfeeding for a very short period of time due to medical reasons (e.g. drug therapy).

Issuance of sample formulas must be documented on the Sample Formula Issuance Log form included at the end of this policy. A copy of the log should be attached to the Local Agency Quarterly Report, and sent to the State WIC Office.

### Ordering Sample Formula

Formulas are ordered quarterly by Local Agencies from the State WIC Office, using the Formula Sample Order form included at the end of this policy. This form can also be accessed at the FNP website at: <http://hss.state.ak.us/ocs/nutri/WIC/LocalAgencies/LAForms.htm#StateReportForms>. The amount of sample formula available is limited. Excessive use of samples by Local Agencies may result in samples not being available. The amount of sample formula ordered by a Local Agency may be decreased by the State WIC Office when there has been excessive use or the amount of sample formula available is limited.

Sample Formula Order Form

Sample Formula Order						
Requesting Agency:	Requested By:			Date:		
		<i>continue below if necessary</i>				
		Ship Samples to clinic:				
		Mailing address:				
		City/Village:				
<b>Formula Ordered:</b>		<b>Ross Product Number</b>				
Similac Advance w/Iron Powder	55957 12.9 oz/6 per case					
Similac Advance w/Iron Concentrate	56973 13 oz/12 per case					
Similac Sensitive Powder	57539 12.9 oz/6 per case					
Similac Sensitive Concentrate	57535 13 oz/12 per case					
Isomil Advance Soy w/Iron Powder	55963 12.9 oz/6 per case					
Isomil Advance Soy w/Iron Concentrate	56975 13 oz/12 per case					
ORDERS DUE TO STATE OFFICE: 10th OF JAN, APRIL, JULY and OCTOBER						
		Ship Samples to clinic:				
		Mailing address:				
		City/Village:				
<b>Formula Ordered:</b>		<b>Ross Product Number</b>				
Similac Advance w/Iron Powder	55957 12.9 oz/6 per case					
Similac Advance w/Iron Concentrate	56973 13 oz/12 per case					
Similac Sensitive Powder	57539 12.9 oz/6 per case					
Similac Sensitive Concentrate	57535 13 oz/12 per case					
Isomil Advance Soy w/Iron Powder	55963 12.9 oz/6 per case					
Isomil Advance Soy w/Iron Concentrate	56975 13 oz/12 per case					





## Alaska WIC Policy

<b>Policy Title</b>	<b>RETURNING AND REISSUANCE OF FORMULA</b>	<b>Item</b>	<b>RETURNING AND REISSUANCE OF FORMULA</b>
<b>Policy Number</b>	SFP 26.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

### Purpose

To describe the procedures used when formula that was previously issued is returned by the WIC participant, or when reissuing a new formula.

### Authority

**Federal Regulations:** 7CFR Ch. II (1-1-12 Edition)

- Subpart E- State Agency Provisions- Food Delivery Systems
  - 246.12(h)(3)(ii)
    - page 408

### Policy

#### Returning and Reissuance of Formula

In a limited number of cases, a parent or guardian may redeem formula warrants only to have the health care provider subsequently change the infant to a different formula. Since WIC vendors are not allowed to either accept the return of supplemental foods or permit the exchange of supplemental foods, the Local Agency should accept the return of all unused formula and issue warrants for the new formula. The Local Agency must document the return of the original formula and the reason for the issuance of different formula in the participant's file. This documentation, as well as documentation of the health care provider's determination for special formula or soy formula and the specific formula prescribed, must be included in the participant's file. Accountability of the returned formula must be maintained by the Local Agency, whether this includes documentation of its donation to an emergency food pantry or distribution to other participants as samples.

When receiving cans of formula from participants, all formula received must be checked to make sure it is sealed and has not been recalled or expired. Formula that is recalled, opened or expired must be disposed of.

Contract brand formula received can only be given to participants for the purpose of challenging exempt infant formula, WIC eligible nutritionals with a contract formula.

Non-contract formula that is received can be donated to an agency that helps individuals in need.

An inventory log is recommended to keep track of returned formula and its distribution or disposal.



# Alaska WIC Policy

<b>Policy Title</b>	<b>NEW FOOD LIST SPECIFICATIONS</b>	<b>Item</b>	<b>NEW FOOD LIST SPECIFICATIONS</b>
<b>Policy Number</b>	SFP 27.0	<b>Effective Date</b>	October 1, 2014

## Purpose

To provide a list of WIC approved foods including food types, sizes and brands that may be purchased with a WIC warrant at an approved WIC vendor.

## Authority

State WIC Office based on:

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### New food List w/ Specifications (

*Comments in italics apply to homeless foods and packages*

**MOV=(Mail Out Vendor)-packages that are mailed out to clients**

### ❖ **Canned Fish-**

For exclusively breastfeeding women and pregnant or partially breastfeeding women with multiple fetuses or infants. Tuna must meet light tuna standard of identity (SOI 21 CFR 160.190)); salmon must meet SOI 21 CFR 161.170)).

See AK WIC Allowed Food List

[http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food\\_list.pdf](http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food_list.pdf)

Participants to choose type of fish at store
30 oz. total
Combinations to add up to 30 oz.=
e.g.6- 5 oz. cans, 5-6 oz. cans, 8 3.75 oz. cans, 4-7.5 oz. cans, etc.
May include bones and skin
Maybe regular or low in sodium
Any eligible brand-Flavorings are allowed.



## Alaska WIC Policy

➤ **Tuna**

Authorized	Not allowed
Plain only	No pouches
Minimum 5 oz	No Albacore or white tuna
Packed in water only	

➤ **◆ Pink Salmon**

14.75 oz, 7.5 oz, and 5-6 oz cans	
-----------------------------------	--

➤ **◆ Sardines**

Authorized
Water or oil packed
15 oz can
Added flavors allowed

➤ **◆ Mackerel** Jack, Atlantic, or Pacific Chub are allowed.

### ❖ **Breakfast Cereals-**

Breakfast cereals as defined by FDA in 21 CFR 170.3(n)(4) for ready-to-eat and instant and regular hot cereals. Must contain a minimum of 28 mg iron per 100 g dry cereal. Must contain ≤ 21.2 g sucrose and other sugars per 100 g dry cereal (≤ 6 g per dry oz). At least half of the cereals authorized on a State WIC Office food list must have whole grain as the primary ingredient by weight AND meet labeling requirements for making a health claim as a “whole grain food with moderate fat content”:

- (1) Contain a minimum of 51% whole grains (using dietary fiber as the indicator);
- (2) Meet the regulatory definitions for “low saturated fat” at 21 CFR 101.62 (≤ 1 g saturated fat per RACC) and “low cholesterol” (≤ 20 mg cholesterol per RACC);
- (3) Bear quantitative trans fat labeling; and
- (4) Contain ≤ 6.5 g total fat per RACC and ≤ 0.5 g trans fat per RACC.

Cold cereals and hot cereals are authorized for food packages.

Fortification: Fortification is permissible, but not required, of any number of added nutrients up to and including, but not exceeding 100 percent of the RDA for that nutrient.

Preservatives: Only those recognized as safe in the Food and Drug Administration’s GRAS (Generally Recognized As Safe) list will be authorized.



## Alaska WIC Policy

No artificial colors and flavors.

Sodium: Less than 350 mg. of sodium per ounce serving. (This level equals 17.5 percent of a 2,000 mg. sodium diet.)

Fiber: The National Cancer Institute Guidelines for fiber will be followed. A minimum of approximately 50 percent of the authorized cereals will be rich or moderately rich sources of food fiber according to the National Cancer Institute Guidelines.

Packaging: Cereal must be prepackaged; no bulk cereals are authorized. No single serving containers are authorized except for hot cereals: Quaker Instant Oatmeal and Cream of Wheat.

Selections will be made based on the specific standards listed above. If more than the maximum number of cereals meets the standards, selection will be made from those with the lowest cost.

<b>Authorized</b>	<b>Not allowed</b>
Boxes and bags allowed	No single serving boxes or packets except Quaker Instant Oatmeal & Cream of Wheat
Minimum package size is 12 oz for cold cereal	
Minimum package size is 11.8 oz for hot cereal	

For list of allowed cereals, see AK WIC Allowed Food List

[http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food\\_list.pdf](http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food_list.pdf)



# Alaska WIC Policy

## ❖ Cheese-

Domestic cheese made from 100 percent pasteurized milk. Must conform to FDA standard of identity (21 CFR Part 133); Monterey Jack, Colby, natural Cheddar, Swiss, Brick, Muenster, Provolone, part-skim or whole Mozzarella, pasteurized processed American, or blends of any of these cheeses are authorized.

Cheeses that are labeled low, free, reduced, less or light in the nutrients of sodium, fat or cholesterol are WIC-eligible.

Cheeses must be domestic cheese only. Brick cheese is authorized. No variety pack cheeses. No combination packages are authorized because of cost. For example, a single combination package of one pound cheddar cheese and one pound Monterey jack is not authorized.

For allowed cheeses, see AK WIC Allowed Food List

[http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food\\_list.pdf](http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food_list.pdf)


## ❖ Dried and Canned Beans, Peas and other Legumes-

Any type of mature dry beans, peas, or lentils in dry-packaged or canned forms. Examples include but are not limited to black beans (“turtle beans”), black-eyed peas (cowpeas of the black-eyed variety, “cow beans”), garbanzo beans (chickpeas), great northern beans, kidney beans, lima beans (“butter beans”), navy beans, pinto beans, soybeans, split peas, and lentils. All categories exclude soups. May not contain added sugars, fats, oils or meat as purchased. Minimal sugar added for processing such as kidney beans allowed. Canned legumes may be regular or lower in sodium content.

Packaging: Only one pound pre-packaged units of dried beans, peas or lentils are authorized. No bulk dry beans may be purchased.

Canned legumes can be substituted for dry legumes. 64 oz. canned legumes can be substituted for 1 # dry. The following canned mature legumes are not authorized: soups; immature varieties of legumes, such as those used in canned green peas, green beans, snap beans, orange beans, and



## Alaska WIC Policy

wax beans; baked beans with meat; e.g., beans and franks; and beans containing added sugars (*with the exception of baked beans which may include sugar*), fats, meat, or oils. *Baked beans may be provided for participants with limited cooking facilities or homeless*

For list of allowed beans, see AK WIC Allowed Food List

[http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food\\_list.pdf](http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food_list.pdf)



## Alaska WIC Policy


### ❖ Eggs

Fresh shell domestic hens' eggs or dried eggs mix (must conform to FDA standard of identity in 21 CFR 160.105).

*Hard boiled eggs, where readily available for purchase in small quantities, may be provided for homeless participants.*

See AK WIC Allowed Food List

[http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food\\_list.pdf](http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food_list.pdf)



## Alaska WIC Policy


### ❖ **Fruits & Vegetables: Fresh, Canned, or Frozen**

Vendor must stock at least two varieties of fruits and two varieties of vegetables.  
 Participants can pay additional amount above value of Cash Value Vouchers.  
 No change can be given for lesser purchases.  
 Any container is allowed for canned or frozen fruits/vegetables (FRUIT/VEGETABLE)

See AK WIC Allowed Food List

[http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food\\_list.pdf](http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food_list.pdf)

#### ➤ **Fresh Fruits and Vegetables:**

**Allowed:** Any variety or combination without added sugars; whole or cut, bagged salads and vegetables, sweet potatoes and yams, squash such as acorn, butternut, Hubbard, kabocha, etc. May purchase organic.

#### ➤ **Canned Fruits:**

**Allowed:** Any variety/brand, size container, and type of canned fruits; packed in water or juice without added sugar. Natural or unsweetened applesauce. Any plain fruit or fruit mixture without added sugar. May purchase organic.

#### ➤ **Canned Vegetables:**

**Allowed:** Any variety/brand and container size. Sweet potatoes and yams without added sugar or syrup. Regular or low sodium. Fruit and vegetable mixture (any variety). No added fats or oils. May purchase organic. Artificial sweetener or flavors enhanced with herbs.



## Alaska WIC Policy

Any variety of canned fruits (must conform to FDA standard of identity (21 CFR part 145); including applesauce, juice pack or water pack without added sugars, fats, oils, or salt (i.e. sodium).

➤ **Frozen Fruits:**

**Allowed:** Any variety/brand without added sugar, any size container, fruit mixture. May purchase organic.

➤ **Frozen Vegetables:**

**Allowed:** Any variety/brand, any size container, or mixture of vegetables (any variety); any kind of beans such as green beans, wax beans, black-eyed peas, lentils, black beans or pinto beans; sweet potatoes or yams without added sugar or syrup. May purchase organic.

Herbs or spices; edible blossoms and flowers, e.g., squash blossoms (broccoli, cauliflower and artichokes are allowed); creamed or sauced vegetables; vegetable-grain (pasta or rice) mixtures; fruit-nut mixtures; breaded vegetables; fruits and vegetables for purchase on salad bars; peanuts; ornamental and decorative fruits and such as chili peppers on a string; garlic on a string; gourds; painted pumpkins; fruit baskets and party vegetable trays; and items such as blueberry muffins and other baked goods are not authorized. Mature legumes (dry beans and peas) and juices are provided as separate food WIC categories and are not authorized under the fruit and vegetable category.

“Canned” refers to processed food items in cans or other shelf-stable containers, e.g., jars, pouches.

Excludes; catsup or other condiments; pickled vegetables, olives; soups; juices; and fruit leathers and fruit roll-ups.





## Alaska WIC Policy

Any variety of single ingredient commercial infant food fruits or vegetables without added sugars, starches, or salt (i.e., sodium). Texture may range from strained through diced.

Mixtures with cereal or infant food desserts (e.g., peach cobbler) are not authorized; however, combinations of single ingredients (e.g. apple-banana, peas and carrots) are allowed. No infant food combinations (e.g., meat and vegetables) or dinners (e.g., spaghetti and meatballs) are allowed. Rounding up of infant fruit/vegetable/meat containers is allowed.

See AK WIC Allowed Food List

[http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food\\_list.pdf](http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food_list.pdf)





## Alaska WIC Policy

➤ **Frozen Juice**

<b>Authorized</b>	<b>Not Allowed</b>
11.5 to 12 oz. for women only	No natural or artificial sweeteners added
16 oz. for children only	No glass containers



# Alaska WIC Policy

➤ **◆ Shelf Stable Juices**

46 oz. cans for women only
64 oz. plastic bottles for children only



# Alaska WIC Policy



## Alaska WIC Policy

➤ **◆ Pourable Concentrates**

<b>Authorized</b>	<b>Not allowed</b>
Must be pasteurized, 100% unsweetened fruit or vegetable juice	Allowed for children receiving warrants at local clinics under Food Package III.
11.5oz	
Any flavor Juicy Juice	
Any flavor Welch's	



## Alaska WIC Policy

### ❖ **MOV Packages for children 1-5**

(2) 11.5 containers of pourable concentrate-either Juicy Juice or Welch's =95 oz.
(1) 11.5 oz. concentrate plus 36 oz. water=47.5 oz. (Containers hold 12 oz. with 11.5 oz. of product per Juicy Juice.)
<b>PLUS</b>
(1) 6-pak of individual 5.5 oz. juice cans =33 oz.
Rotation of:
Welch's grape juice
Tree Top Apple Juice
Campbell Tomato Juice
Campbell V-8 Regular or Healthy Request
Any other 100% juice in 6 pak of 5.5 oz. cans that meet food list requirements that MOV vendor can provide with State approval.
Total 95 oz. + 33 oz. =128 oz. child juice requirement.

### ❖ **MOV Packages for Women**

	96 oz.		144 oz.	
Package Size	Amount of Containers	Packages	Amount of Containers	Number of Packages
6 oz. Dole	16	(2) 6 packs plus 4 cans	24	(4) 6 packs
<b>Alternating</b>	<b>every</b>	<b>other</b>	<b>month</b>	<b>with</b>
12 oz. Campbell's Tomato or V-8, Welch's Grape	8	Each	12	Each

### ❖ **Milk-**

Cow's Milk must conform to FDA standard of identity for whole, reduced fat, low-fat, or non-fat milks (21 CFR 131.110). Must be pasteurized and contain at least 400 IU of vitamin D per quart (100 IU per cup) and 2000 IU of vitamin A per quart (500 IU per cup). May be flavored or unflavored. May be fluid, shelf-stable, evaporated (21 CFR 131.130), or dried (i.e., powder) (21 CFR 131.147).

Cultured Milks must conform to FDA standard of identity for cultured milk (21 CFR 131.112) cultured buttermilk, kefir cultured milk, acidophilus cultured milk).



## Alaska WIC Policy

Goat Milk is no longer an authorized Alaska WIC Program milk.

All authorized milks must confirm to FDA, DHHS standards of identity for milks as defined by 21 CFR part 131 and meet WIC's requirements for vitamin fortification as stated above. Additional authorized milks include, but are not limited to: calcium-fortified, lactose-reduced and lactose free, acidified, and UHT pasteurized milks.

Fluid milk must be least expensive eligible brand and largest size available. Quarts allowed in addition with milk substitutes or if larger sizes are not available. UHT and Ultra Pasteurized (UP) only if no fresh milk available or for MOV boxes. Buttermilk allowed. No organic, flavored such as chocolate or fruit-flavored milks, no other non-dairy milks.

For list of authorized juices see AK WIC Allowed Food List

[http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food\\_list.pdf](http://dhss.alaska.gov/dpa/Documents/dpa/programs/nutri/downloads/WIC/Food_list.pdf)

Authorized	Not allowed
Refrigerated unflavored cow's fluid milk	No organic No flavored milk such as chocolate or fruit flavored No other non-dairy milks.
1-2 year old whole milk	
2-5 year old and women-fat free, 1%, or 2%	
Exceptions for 2-5 year old and women receiving Food Package III may be made via the Enteral Nutrition Prescription Request (ENPR) process	
Lactose free, lactaid, or acidophilus	
Any least expensive brand and largest size available	
Quarts of fresh milk are allowed when combining with substituted cheese, tofu, soy beverages or if larger sizes are not available	
Calcium or protein fortified	
Warrant will specify size or quantity	
Buttermilk	
Soy milk specified separately	

### ❖ **Peanut Butter**

Peanut butter and reduced fat peanut butter (must conform to FDA Standard of Identity (21 CFR 164.150)); Creamy or chunky, regular or reduced fat, salted or unsalted peanut butter are allowed.



## Alaska WIC Policy

No added marshmallow, jelly, or honey, chocolate, or similar ingredients. No organic peanut butter. No Honey Nut Roasted, no low fat or reduced fat, no bulk or grind your own.

Authorized	Not Allowed
Any least expensive eligible brand	No Honey Nut roasted,
All textures, smooth to extra crunchy	No organic,
16 oz. To 18 oz	No low fat or reduced fat,
Low sodium, low sugar, natural allowed	No bulk or grind your own.
	No added marshmallow, jelly, honey, chocolate or similar ingredients.
	No peanut butter slices or tube.

### ❖ Soy Products

Medical documentation required for children. Aseptic packaging required for MOV.

Soy Beverage- Must be fortified to meet the following nutrient levels: 276 mg calcium per cup, 8 g protein per cup, 500 IU vitamin A per cup, 100 IU vitamin D per cup, 24 mg magnesium per cup, 222 mg phosphorus per cup, 349 mg potassium per cup, 0.44 mg riboflavin per cup, and 1.1 mcg vitamin B12 per cup, in accordance with fortification guidelines issued by FDA.

Tofu- Calcium-set tofu prepared with only calcium salts (e.g., calcium sulfate). May not contain added fats, sugars, oils, or sodium.





# Alaska WIC Policy






## Alaska WIC Policy

<b>Policy Title</b>	<b>ALASKA WIC AUTHORIZED FORMULA LIST (CONTRACT AND NON-CONTRACT)</b>	<b>Item</b>	<b>ALASKA WIC AUTHORIZED FORMULA LIST (CONTRACT AND NON-CONTRACT)</b>
<b>Policy Number</b>	SFP 28.0	<b>Effective Date</b>	October 1, 2014

### Purpose

To provide a list of WIC approved contract infant formulas, non-contract infant formulas, exempt infant formulas and WIC-eligible nutritionals, that may be purchased with a WIC warrant at an approved vendor.

### Authority

State WIC Office

### Policy

#### AK WIC Authorized WIC Formulas

##### ❖ Contract Formulas

Similac Advance with Early Shield  
 Enfamil Prosobee

##### ❖ Approved Non-Contract Formulas

**Infant Formula** means all brands of infant formulas that are not covered by a cost containment contract. It does not generate a rebate, and requires medical documentation for its issuance.

Enfamil AR Lipil  
 Enfamil Gentlease Lipil  
 Good Start Soy Plus  
 Good Start Gentle Plus

**Exempt Infant Formulas** are intended for infants who have inborn errors of metabolism, low birth weight, or who otherwise have unusual medical or dietary problems.

Elecare  
 Enfacare Lipil  
 Enfamil Nutramigen Lipil  
 Neocate Infant Formula  
 Similac Neosure  
 Similac Alimentum



## Alaska WIC Policy

**WIC-eligible nutritionals** are certain enteral products specifically formulated to provide nutritional support

for individuals with a diagnosed medical condition when the use of conventional foods is precluded, restricted, or inadequate. They may be nutritionally complete or incomplete, but they must serve the purpose of a food, provide a source of calories and one or more nutrients, and be designed for enteral digestion via an oral or tube feeding.

Ensure  
Ensure with Fiber  
Neocate Junior  
Pediasure  
Pediasure with Fiber  
Enfagrow Toddler Transitions Soy

**Abbot Nutritional Products, Mead Johnson, Nutricia North America, and Nestle Nutrition web links:**

[http://www.abbott.com/global/url/content/en\\_US/20.20.20:20/product/product\\_category/Product\\_Category\\_Profile\\_0002.htm](http://www.abbott.com/global/url/content/en_US/20.20.20:20/product/product_category/Product_Category_Profile_0002.htm)

<http://www.meadjohnson.com/app/iwp/MJN/Content2.do?dm=mj&id=-8552#q1>

[https://www.shsna.com/pages/neocate\\_inf\\_formula.htm](https://www.shsna.com/pages/neocate_inf_formula.htm)

<http://www.verybestbaby.com/GoodStart/ComfortProteins.aspx?ProductId=108f6251-3dfa-4bf2-9c48-79d2c7e451ea>

[http://www.shsna.com/pages/neocate\\_oneplus\\_powder.htm](http://www.shsna.com/pages/neocate_oneplus_powder.htm)



# Alaska WIC Policy

<b>Policy Title</b>	<b>HOMELESS JUICE PACKAGES</b>	<b>Item</b>	<b>HOMELESS JUICE PACKAGES</b>
<b>Policy Number</b>	SFP 29.0	<b>Effective Date</b>	June 30, 2012 (re-formatted)

## Purpose

To provide a list of WIC approved juice (brand, juice size, and number of containers) allowed for homeless WIC participants food packages.

## Authority

State WIC Office based on:

**Federal Regulations:** Final Food Rule, 7 CFR 246.10(e)

- Dated March 4, 2014, effective May 5, 2014 and implemented October 1, 2015

## Policy

### Homeless Juice Packages

Non-refrigerated 100% juice:

Brands allowed-must be 100% Juice: Apple and Eve, Dole, Juicy Juice, Tree Top, Welch's Campbell's Tomato and V-8

**Children 1-4 years (128 oz)**

Package Size	Amount of containers	Packages	
8 oz cans Tree Top Apple	16	each	FNB
6.75 oz.- Tree Top	18	6 (3) packs, (3) 6 packs, (2) 9 packs	
4.23 oz.-Juicy Juice	30	(3) 8 packs	
5.5 oz.-Welch's, Tree Top, Campbell's	23	(3) 6 packs	

## Women

	96 oz.	144 oz.	
Package Size	Amount of	Packages	Amount of Packages



## Alaska WIC Policy

	<b>containers</b>		<b>containers</b>		
4.23 oz.-Juicy Juice	22	(2) 8 packs	34	(4) 8 pack	
5.5 oz. Welch's, Tree Top, Campbell's	17 cans	(2) 6 packs and 5 cans	26	(4) 6 pack	
6 oz. Dole	16	(2) 6 packs plus 4 cans	24	(4) 6 packs	FNB
6.75 oz. Tree Top	14	(4) 3 packs	21	(2) 9 packs and (1) 3 packs	
8 oz.-Tree Top Apple	12 cans	Each	18 cans	Each	FNB
12 oz. Campbell's Tomato or V-8, Welch's Grape	8	Each	12	Each	FNB
16 oz.- Apple and Eve Welch's	6	Each	9	Each	FNB

Full nutritional benefit=FNB

The following two pages provides the pamphlet "Alaska WIC Homeless Additional Food Package List".

Alaska WIC Homeless Additional Food Packages List (pamphlet)



### Eggs

- Hard boiled, any package up to warrant maximum
- Substitute 64 oz. canned beans or 18 oz peanut butter for 1 dozen eggs

### Beans

- 64 oz. canned beans-see information on food list
- Baked beans with added sugars, no added fats meats or oils



### Food Safety Tips

*Wash hands often in soap and clean water. Use hand sanitizers if needed.*

*Wash dishes, utensils and tools used to prepare meals in clean soapy water and rinse well.*

*If refrigeration is not available, consume prepared foods or opened canned foods within 2 hours.*

*Close opened packages tightly to avoid contamination. Keep in clean area.*

Alaska Department of Health and Social Services  
Division of Public Assistance  
Family Nutrition Services

P.O. Box 110612  
Juneau, Alaska 99811  
(907) 465-3100  
Fax (907) 465-3416

Www.familynutrition@alaska.gov  
E-mail: wic@alaska.gov



## ALASKA WIC

### Homeless Additional Food List



October 1, 2009





## Non-refrigerated 100% juice



**Children-1-4 years old- 128 oz.**

*Full benefit*

*Tree Top Apple-8 oz. cans*  
16 8 oz. cans

\_\_\_\_\_ or

**Tree Top 6.75 oz.**  
18 (6) 3 packs or  
(3) 6 packs or  
(2) 9 packs

**Juicy Juice 4.23 oz.**  
24 (3) 8 packs

**Welch's, Tree Top,  
Campbell's 5.5 oz.**  
18 (3) 6 packs



**Women-96 oz. juice**

*Full benefit*

*Dole 6 oz.*  
16 cans (2) 6 packs plus 4 cans

*Tree Top Apple 8 oz. cans*  
12 cans each

*Campbell's Tomato or V-8  
Welch's Grape Juice, 12 oz.*  
8 bottles each

\_\_\_\_\_ or

**Juicy Juice 4.23 oz.**  
16 2 (8) packs

**Welch's, Tree Top,  
Campbell's 5.5 oz.**  
17 cans (2) 6 packs plus 5 cans

**Tree Top 6.75 oz.**  
12 4 (3) packs



**Women 144 oz. juice**

*Full benefit*

*Dole 6 oz.*  
24 cans (4) 6 packs

*Tree Top Apple 8 oz. cans*  
18 cans each

*Campbell's Tomato or V-8  
Welch's Grape Juice, 12 oz.*  
12 bottles each

\_\_\_\_\_ or

**Juicy Juice 4.23 oz.**  
32 4 (8) packs

**Welch's, Tree Top, Campbell's  
5.5 oz.**  
24 cans (4) 6 packs

**Tree Top 6.75 oz.**  
21 (2) 9 packs and (1) 3 pack

