



4 FOOD PACKAGE/FI ISSUANCE

Effective: 3/1/98

4.10 Food Packages: General

Revised: 8/01/09

POLICY: The CPA shall prescribe monthly supplemental foods in quantities that do not exceed the regulatory maximums and are appropriate for the participant's age and nutritional needs. "Model" food packages in ROSIE provide a combination of food instruments (FIs) that specify the WIC approved food(s) and allowable quantities. The CPA selects the model food package and allowable alternatives, and may further tailor to the participants' needs.

BACKGROUND: The Interim Rule, Revisions to the WIC Food Packages was issued December 6, 2007. The Rule revises WIC food packages to be consistent with the recommendations made by the National Academies' Institute of Medicine (IOM) in its Report "WIC Food Packages-Time for a Change." New foods are added to the packages, maximum amounts of foods are revised, and food package types are revised in support of breastfeeding.

PROCEDURE:

A. PACKAGE ISSUANCE BASICS

1. A CPA prescribes the food packages at certification by selecting the appropriate model package and allowable alternatives. The package may be tailored further to the participants' needs.
2. The participant must be provided the maximum benefits allowed by federal regulation and may not be exceeded under any circumstances (see note below). In some instances, it was not possible to achieve the maximum monthly allowance with the current package size. Regulations allow "averaging" the monthly maximums of formula or medical foods over the age groupings and certification periods, which may result in different amounts over the course of the multi-month feeding period. See Policies 4.12, 4.14, and 4.21.

Note: The participant is provided the maximum benefits EXCEPT for breastfeeding infant, when the goal is to provide the minimum amount of supplemental formula while offering counseling and support to ensure breastfeeding success.

3. The CPA should prescribe a model package whenever possible and tailor only when necessary. See Policy 4.11 Tailoring for Participant Needs. This will help eliminate issuance errors and decrease administrative burden associated with monitoring additional FI types.



4. Prescription-Required Packages. Exempt formulas for infants; formulas, medical foods, whole milk for 2-4 year old children and women, and soy milk (once available in Wisconsin) for children requires medical documentation using a WIC Prescriptions/Clinical Data form and WIC RD approval. See WIC Pro for the Data forms. See policies 4.15 and 4.21 for issuance and documentation requirements.
5. Food packages must be tailored according to the varied timeframes associated with issuance. See Policies 4.31 Late Issuance and 4.33 Catch-up Issuance.

B. MODEL FOOD PACKAGES

1. Model food packages are organized by general participant type (PBNIC), feeding category (fully, mostly, or some breastfeeding, fully formula fed), pregnant with or breastfeeding multiples, maximum food amounts, food package progression, and other circumstances such as limited cooking/storage or shopping preference. Model food packages are available in ROSIE and are designed to be the most typically issued food packages. Model packages and tailoring options, include, but are not limited to the following:
 - Infant – fully formula fed
 - Infant – fully, mostly, or some breastfed
 - Child 12-23 months
 - Child 24-59 months
 - Pregnant, pregnant with multiples
 - Postpartum Non Breastfeeding Woman
 - Breastfeeding Woman – fully, mostly, or some breastfeeding; multiples
 - Prescription-Required – appropriate formula added to above models
 - Limited Cooking/Storage
 - “Super Models” with more foods on a single FI
2. Maximum quantities for each participant type are established in ROSIE and identified in policies 4.12, 4.14, and 4.15.

C. WHO MAY PRESCRIBE/CHANGE FOOD PACKAGES

1. At Certification, only the CPA is allowed to prescribe food packages for participants.
2. Infants of WIC Mothers and Fully Formula Fed Infants. Infants, in some situations (see Policy 2.7), may be enrolled in WIC shortly after delivery, with the full certification completed by 8 weeks of age. At these enrollments, support staff may issue a contract standard package for the fully formula fed infant and **must provide information on formula preparation and storage.**



However, if the infant is breastfeeding or needs an exempt formula, the policies listed above in C.1. apply. See also Policy 4.13 for policies pertaining to breastfeeding support.

3. **Partially Breastfeeding Infant Enrollment.** Federal regulations do not allow routine issuance of infant formula in the first month after birth. A CPA must assess whether one can of powder formula is prescribed for that first month. See 4.13 for more information.
4. **Mid-Certification Changes.** Food package changes may be made mid-certification, as needed. The same policies for issuance at certification apply, except that support staff may make the following food package changes a) through d) below. However, the Project may decide that only CPAs may make these changes. The Project's policy should be written using the WIC Project Nutrition Policy Options.
 - a) Change in form of contract standard formula for fully formula fed infants (e.g., from powder to concentrate). For ready-to-feed, see Policy 4.18. Any product requiring medical documentation requires CPA prescription. See Policy 4.15.
 - b) From prenatal package to postpartum non-breastfeeding package at the FI issuance that occurs between the mother's delivery and recertification.
 - c) From prenatal package to fully breastfeeding enhanced FI or fully breastfeeding package at the FI issuance(s) that occurs between the mother's delivery and postpartum recertification. **Support staff must make an immediate referral to the project's breastfeeding specialist.** Any change in supplemental formula for breastfed infants (fully, mostly or some) or change from breastfeeding to postpartum woman requires CPA prescription.
 - d) Between fluid milk and evaporated or powdered milk. Between fluid milk and soy milk for women (when available in Wisconsin). Soy milk for children requires a prescription.
 - e) CPA prescription is required for a change to a Limited Cooking/Storage package, Kosher package, or "supermodels". These require additional assessment to prescribe the most appropriate package.