



**4 FOOD PACKAGE/FI ISSUANCE**

*Effective: 3/1/98*

**4.11 Tailoring for Participant Needs**

*Revised: 8/1/09*

**POLICY:** Model food packages should be used when possible, allowable alternatives selected and further modified (tailored) to meet individual needs, when certain qualifications are met. The models provide the maximum amounts of foods allowed by Federal Regulation but may be tailored for some circumstances.

**PROCEDURE:**

**A. MODEL PACKAGES.** All CPAs need to be familiar with the variety of food package models, allowable alternatives, and tailoring options available and the rationale for the various offerings. Based on the Federal WIC Regulations (including the New Food Rule) and State policies, model food packages have been designed to address the following:

1. Participant Type and Category. The model food packages are organized by general participant type (PBNIC), feeding category (fully, some or mostly breastfeeding, fully formula-fed), pregnant with multiples, etc. See Policy 4.12 Women and Children Food Packages, and Policy 4.14 Infant Food Packages.
2. Maximum Food Amounts. Federal regulations (starting with the new Food Rule) require that the participant be offered the maximum amounts of foods allowed by Federal Regulation. Therefore, there are fewer tailoring options than previously allowed.
3. Food Package Progression. ROSIE will perform the standard progression to the next model package. For example, from an infant to a one year old; from a one year old to a two year old; different amounts of formula and baby foods based on feeding category and age.
4. Other Circumstances such as limited cooking/storage, shopping preferences.

**B. ALLOWABLE TAILORING.** The following are the only conditions allowed for tailoring a model package.

1. Shopping preferences. A “super model” may be prescribed to a participant who prefers to have fewer FIs and only under the following circumstances:
  - a) Not at the initial certification for the family,
  - b) Not for the first formula package (if not breastfeeding),
  - c) If the participant/parent reports (when asked) that they currently spend all of their FIs at one time, or



- d) If the participant/parent reports (when asked) that the store where they shop has enough stock to use the FIs at one time.
2. Limited Storage/Cooking model packages (formerly known as “homeless packages”) are available for participants that are defined as homeless or do not have (or have access to) a stove, refrigerator or water. That model may be further tailored based on the participants’ living circumstances. The Limited Storage box on the Benefits tab must be checked in order to get these packages. See Policy 4.20 Limited Cooking/Storage Models for Women and Children to make the assessment and tailor accordingly.
3. Food packages with all quarts are NOT allowed. Food packages with all half-gallons are NOT allowed, except for lactose-free milk, kosher milk, for participants who have difficulty handling gallons, and in “limited cooking/storage facilities” packages.
4. Type of transportation. The type of transportation may indicate the need to issue a food package with 1 gallon instead of 2 gallons milk on the food instruments (e.g., a participant who rides the bus to shop may prefer to purchase smaller quantities and make more shopping trips).
5. Difficulty handling large containers. Some participants may have difficulty handling gallon containers (e.g., cerebral palsy) and would benefit from purchasing half-gallons. In this situation, the CPA would likely start with a Limited Cooking/Storage model and tailor accordingly.
6. Spoilage. In some cases, a gallon of milk may spoil before all the milk is consumed. Evaporated or powdered milk to use for drinking or cooking is an option. If lack of refrigeration is causing the spoilage, use the Limited Cooking/Storage model and modify the milk FIs accordingly.
7. Kosher milk and cheese. These packages allow the purchase of kosher milk (in gallons or half gallons, or quarts when stated on the food instrument) and kosher cheese. Select the appropriate model and select the milk and cheese FI to include Kosher.
8. Medical or nutritional reason. Foods may be eliminated if warranted by a medical or nutritional reason, such as a food allergy.
9. The model package FIs should not be tailored down to lesser food amount if the participant/caregiver reports the food is not being eaten. The maximum food benefit must be provided (except for breastfed infants) and the participant reminded that they do not have to purchase everything on the FI if they can’t or



won't use it. If after counseling to purchase less, the participant reports not wanting a particular food, it may be eliminated from the package.

**C. TAILORING FOR LATE OR CATCH-UP ISSUANCE**

1. Issuance timelines. Packages must be tailored for late issuance and catch-up issuance. See Policies 4.31 and 4.33. "Super models" may not be issued under these circumstances.
2. Fruit and vegetable checks may not be tailored for a lesser amount for late or catch-up issuance.