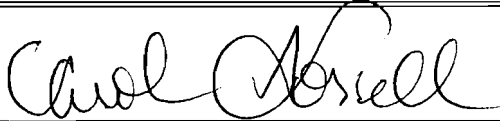
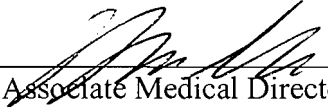




**KERN HEALTH SYSTEMS
POLICIES AND PROCEDURES**

SUBJECT: Women, Infants, and Children (WIC) Supplemental Nutrition Program		INDEX NUMBER 3.08-P		Page 1 of 3			
RESPONSIBLE DEPARTMENT HEAD: Director of Health Services							
Review Date	04/2000	11/2005	08/2007	05/2009			
Effective Date		03/31/06	10/02/07	07/07/09			
Revision No.	2000-04	2005-12	2007-10	2009-07			

Approved		Date	7/2/09
	Carol Sorrell, R.N. Chief Executive Officer		
Approved		Date	7-1-09
	Associate Medical Director		
Approved		Date	6-30-09
	Director of Quality Improvement, Health Education and Disease Management		
Approved		Date	6-30-09
	Director of Health Services		

POLICY¹:

KHS shall identify and refer eligible members for Women, Infant, and Children (WIC) services.² As part of a member's initial health assessment and as part of the initial evaluation of newly pregnant members, Kern Health Systems (KHS) providers refer pregnant, breastfeeding, or postpartum women or a parent/guardian of a child under the age of five to the WIC Program as mandated by Title 42, CFR 431.635(c).³ KHS Utilization Management Case Managers and Member Health Education, upon identification of undocumented WIC referral by the KHS provider, shall initiate member education into the WIC program.

PURPOSE:

To define and provide guidelines for KHS providers to assess and refer pregnant, breastfeeding, or postpartum women of children under the age of 5 to the WIC Program as mandated by Title 42, CFR 431.635(c).

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PROCEDURE:

1.0 ACCESS

WIC services are not covered by Kern Health Systems.⁴

It is the PCPs responsibility to refer pregnant, breastfeeding, or postpartum members to WIC for nutritional risk evaluation, basic nutrition education, and services including supplemental food. No prior authorization is required from KHS for WIC services.

2.0 PROVISION OF SERVICES

WIC services are not covered by Kern Health Systems.⁵

It is the PCPs responsibility to order hemoglobin or hematocrit testing as appropriate. Providers should use the *CHDP Program Form PM 160* to document the laboratory values for eligible children under 5 and refer to the WIC Program as indicated.⁶

3.0 COORDINATION OF CARE

It is the PCPs responsibility to follow-up on referrals made to WIC on the member's subsequent visits and promote compliance with program goals.

KHS and the local WIC agencies meet on a quarterly basis as stated in the Memorandum of Understanding to monitor the agreement and make changes as needed.⁷

4.0 DOCUMENTATION, TRACKING, AND MONITORING

It is the PCPs responsibility to document referrals and related lab values in the member's medical record.⁸ Providers are required to document member referrals to WIC services in the Comprehensive Perinatal Services Program Initial Combined Assessment, Individual Care Plan, and the *CHDP Program Form PM160* as appropriate. These documents must be included in the member's medical record.

The KHS Health Education Department checks all *CHDP Program Form PM160s* for all children under 5 years of age for WIC referrals by the PCP. If no referral was made, the Health Education Department forwards WIC information and a list of the local agencies to the parents.

5.0 MEMBER EDUCATION

The KHS Health Education Department provides members with WIC information during the initial OB and postpartum contacts and mails a list of the local WIC agencies with the prenatal and postnatal packet if no referral has been made by the OB care provider.

¹ **Revision 2009-07:** Revised by Director of Quality Improvement, Health Education & Disease Management. **Revision 2007-**

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10: Policy revised by Member Health Educator. **2005-12:** Routine review. Policy reviewed against DHS Contract 03-76165 (Effective 5/1/2004).

² DHS Contract A-11 (16)

³ DHS Contract A-11 (16)(A)

⁴ DHS Contract A-11 (16)

⁵ DHS Contract A-11 (16)

⁶ DHS Contract A-11 (16)(A)

⁷ DHS Contract A-11 (16)(B)

⁸ DHS Contract A-11 (16)(A)