
SECTION: NUTRITION EDUCATION

SUBJECT: Element 1 of Nutrition Education

ITEM: Nutrition Assessment

Policy

Qualified staff shall complete a nutrition assessment to identify the participant's nutrition risks, needs and concerns at certification for all categories and at mid-certification for infants and children. Nutrition assessment reviews serve as a basis from which all subsequent nutrition services are provided.

For infants, mid-certification nutrition assessment shall occur routinely from five to seven months of age.

For children from 1 to 4 years of age, mid-certification nutrition assessment shall occur routinely between the 5th and 7th month of the certification period.

Required Procedures

- I. Qualified staff (WPM 130-00) shall conduct a nutrition assessment for each WIC participant that includes:
 - A. Collecting relevant information that addresses the following and uses approved nutrition assessment tools (WPM 210-09) during certification for all categories and mid-certification for infants and children:
 1. Anthropometric data;
 2. Biochemical data;
 3. Clinical data;
 4. Dietary information;
 5. Environmental and family information; and
 6. Reviewing previous Individual Nutrition Education Plans to establish continuity of care.
 - B. Clarifying and prioritizing the relevant information that has been collected and probing for additional information as needed;
 - C. Identifying the pertinent risks and issues and making learner-centered decisions (WPM 400-02 and 400-03) about:

1. Appropriate nutrition education and counseling;
 2. Tailoring the food package to address nutrition needs; and
 3. Appropriate referrals;
- D. Documenting the nutrition assessment and/or education based on contact type and frequency requirements (WPM 400-07 and 400-08); and
- E. Following up as needed to monitor progress, reinforcing the nutrition education message, eliciting feedback from the participant and promoting continuity of care (WPM 400-06).

II. Mid-certification nutrition assessment

- A. For infants, mid-certification nutrition assessment shall occur routinely between **five and seven months** of age, however, if there is a difficulty in scheduling the appointment, mid-certification nutrition assessment may be given at seven months of age.
- B. For children from 1 to 4 years of age, mid-certification nutrition assessment shall occur between the 5th and 7th month of the certification period.

Guideline

If participant misses mid-certification nutrition assessment appointment, staff may provide one month of FIs and reschedule the mid-certification nutrition assessment appointment.

Definitions

Critical Thinking Skills – The process of gathering and organizing information to evaluate and prioritize it appropriately. As part of the nutrition assessment process, these skills allow staff to collect all the necessary information before deciding upon the best course of action.

Nutrition Assessment – The process of collecting and prioritizing relevant information to identify risks using approved assessment tools in order to deliver learner-centered education to the participant. This process also includes documentation of the contact and following up as needed to monitor progress and promote continuity of care. Refer to WPM 400-01 for an expanded definition.

Nutrition Education –Individual or group sessions using various delivery mediums and materials designed to improve health status and achieve positive change in dietary, physical activity habits and health that meet the cultural preferences of the individual.

Qualified Staff –Includes the Registered Dietitian (RD), Registration Eligible Nutritionist (REN), Dietetic Technician Registered (DTR), Degreed Nutritionist (DN), Master Degreed Nutritionist (MDN), WIC Nutrition Assistant, (WNA), Registered Nurse (RN), Physician Assistant (PA) and Physician (MD).

Authority

WRO Policy Memo 805-F Nutrition Education Guidance, January 2006

WRO Policy Memo 8/29/2011: Guidance for Providing Quality WIC Nutrition Services During Extended Certification Periods

[Value Enhanced Nutrition Assessment \(VENA\)](#): VENA Process

[WIC Nutrition Services Standards](#): Standards 7, 8, 9 and10