

Subject: Food Benefit Receipt and Distribution

Item: Single/Double/Triple Food Benefit Issuance

PURPOSE:

To establish procedures for issuing food benefits.

POLICY:

- I. The local agency (LA) staff must issue food benefits to all eligible participants as appropriate per the procedures below. The LA staff must not provide benefits in excess of each participant's total food benefits within the certification period. LAs can be more restrictive on food benefit issuance based on LA protocol. Participants can be issued a maximum of three months of food benefits at one time.

PROCEDURES:

- I. The LA staff must single issue food benefits to:
 - A. Participants requiring an additional appointment to complete the nutrition education portion of an initial certification appointment.
 - B. Applicants/participants who are in a short certification (30-day short cert) due to missing proof of income, residency, or ID. Refer to WPPM 210-03, 210-06, and 270-20.
 - C. Participants that need therapeutic formula (TF)/WIC-eligible nutritionals (WEN) and continue not to have Medi-Cal established two months after the LA staff made the original referral to Medi-Cal for healthcare coverage. Refer to WPPM 390-20.
 - D. Participants that receive TF/WEN and are waiting for Medi-Cal to process the request. Refer to WPPM 390-20.
 - E. Participants without a written TF/WEN prescription for whom LA staff have received verbal confirmation of the missing medical information. Refer to WPPM 390-10. This action of single issuance can only be performed one time.
 - F. Breastfeeding infants receiving formula in the first 30 days of life. Refer to WPPM 600-10.
- II. LA staff can double issue food benefits to:
 - A. High risk participants who want to see a Registered Dietitian/Degreed Nutritionist and have not yet been assessed.
 - B. Participants receiving TF/WEN and have applied for Medi-Cal. This action of double issuance initially can only be performed one time. If Medi-Cal has still not

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been established after two months, the participant reverts to being single issued. Refer to WPPM 390-20.

- C. An applicant/participant who fails to provide proof of pregnancy (or loss when initial proof of pregnancy has not been established) at initial certification or recertification. Refer to WPPM 210-08.

III. LA staff can triple issue food benefits to:

- A. Applicants/participants not addressed above.
- B. Participants who lack bloodwork/anemia screening results and LA is unable to obtain results with invasive or non-invasive anemia screening devices. Refer to WPPM 210-11.
- C. Participant receiving TF/WEN, who was denied healthcare coverage by Medi-Cal. Refer to WPPM 390-20.

IV. LAs may develop internal policy to single or double issue food benefits in specific situations such as:

- A. Families who are new to WIC and have no recent history of WIC participation.
- B. Pregnant participants certified during the third trimester.
- C. Foster children who are not in a stable foster situation.
- D. Participants who receive the homeless package.

AUTHORITY:

[7 CFR §246.12\(r\)\(5\)](#)

[22 CCR §40749\(b\)](#)

CROSS REFERENCE

WPPM 210-03 Determination of Income Eligibility

WPPM 210-06 Proof of California Residency

WPPM 210-08 Proof of Pregnancy

WPPM 210-11 Determining Nutritional Risk - Biochemical

WPPM 270-20 Proof and Checking of Identity

WPPM 390-10 Provision of Therapeutic Formulas and WIC-Eligible Nutritionals

WPPM 390-20 Coordinating with Medi-Cal

[USDA Breastfeeding Policy and Guidance](#)