PURPOSE:
To determine WIC program eligibility of an applicant by performing a comprehensive nutritional risk assessment that serves as the basis for initial certification, recertification, and all relevant WIC nutrition services.

POLICY:
I. Local agency (LA) staff must perform a complete nutritional risk assessment at every certification using a participant-centered approach to determine program eligibility.
   A. A Competent Professional Authority (CPA) must:
      1. Perform a complete nutritional risk assessment, which includes all four components, using CDPH/WIC approved assessment tools.
      2. Identify at least one nutritional risk: anthropometric, biochemical, clinical, dietary, or other, for each income-eligible applicant in order to establish program eligibility.
      3. Complete a comprehensive nutrition assessment, which is required prior to providing counseling, nutrition education, and referrals during the certification process.

PROCEDURE(S):
I. Performing a Complete Nutritional Risk Assessment
   A. A CPA must:
      1. Conduct a complete nutritional risk assessment to determine the applicant’s nutritional risk based on the established criteria, a-d. below:
         a. Anthropometric (weight, height/length measurements). Refer to eWPPM 210-10.
         b. Biochemical (hemoglobin/hematocrit test results). Refer to eWPPM 210-11.
         c. Clinical (health history and current health/medical status). Refer to eWPPM 210-12.
      2. Use a Participant-Centered Education (PCE) approach to conduct interviews and assign risks (refer to WPPM 190-00 and WIC Nutrition Assistant (WNA) Training Manual).
3. Perform the following tasks:
   a. Collect all relevant information using equipment and tools correctly.
   b. Properly document the following in the WIC Web Information System Exchange (WIC WISE):
      i. Responses to risk assessment questions.
      ii. Pregnancy outcome information when a prenatal participant changes category or at the newborn initial certification.
      iii. All nutritional risk factors identified during the assessment.
   c. Develop a Care Plan in conjunction with the participant and based on a completed assessment.
   d. Follow up on previous assessments, Care Plans, participant goals and referrals.
   e. Conduct a nutritional risk assessment at the following intervals:
      i. Initial Certification and recertification.
      ii. Mid-certification.

4. Conduct breastfeeding assessments, as needed, to provide breastfeeding support and anticipatory guidance to the breastfeeding dyad using CDPH/WIC approved curricula (Refer to WPPM 600-10).

AUTHORITY:
7 CFR §246.7 (e)
Value Enhanced Nutrition Assessment (VENA)

CROSS-REFERENCE:
210-10 Determining Nutritional Risk – Anthropometric
210-11 Determining Nutritional Risk – Biochemical
210-12 Determining Nutritional Risk – Clinical/Health/Medical
210-13 Determining Nutritional Risk – Dietary
600-10 Supporting Fully Breastfeeding for the First 30 Days