

JOB AID

Method 1

The LA staff person who determines income eligibility cannot be the same staff person who completes the nutritional risk assessment. Either staff or any other staff may issue the WIC Card and appropriate food benefits.

Scenarios	Determines income eligibility	Determines nutritional risk	Issue WIC Card & food benefits	Acceptable?
#1	A	B	A	OK
#2	A	B	B	OK
#3	A	B	C	OK
#4	A	A	A	Only with approved WPPM 1000-80 and record review

JOB AID

Method 2

The LA staff person who determines eligibility for all certification criteria cannot be the same staff person who issues the WIC Card and food benefits for the participant.

Scenarios	Completes all Certification Criteria	Issue WIC Card & food benefits	Acceptable?
#1	A	B	OK
#2	A	A	Only with approved WPPM 1000-80 and record review