

SECTION 3: WIC FUNCTIONAL REQUIREMENTS

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This section describes the functional requirements for a WIC IS. Functions have been subdivided into functional areas in order to more easily organize the information. The functional areas, however, are not independent of each other. In many cases, functions in one area are directly related to, are inputs to, or are the result of functions in another functional area. For example, benefit issuance functions cannot occur without completion of certification functions.

Each function begins with a high-level narrative that summarizes what the system is expected to do; this is the requirement. In some cases, background information precedes the system requirement. Background information is included in the following format:

Background information

Following the requirement description, system inputs, processes, and outputs have been developed to outline what is accomplished by the IS to fulfill the functional requirement. These have been established at a general level and may vary based on design, specific State requirements, or technology constraints. To manage the volume of inputs for each function, when the Participant Identification Number is listed as an input, it is assumed that this will include basic data elements that are linked to the ID, such as participant name, family/household grouping, address, WIC category, and date of birth.

Some general assumptions have been made in the description of the processes listed for each function so that duplicate information is not repeated. These assumptions include the following:

- The user has logged on to the system and access to the specific function has been verified.
- The system will track user activities by user ID to include a date-time stamp on record creation and update.
- The user has navigated to the proper screen or field in order to begin the function.

Understanding that States have unique technology and budgetary constraints, implementation approaches are included at the end of functions to indicate alternative methods by which functional requirements can be fulfilled with varying degrees of automation. Implementation approaches are provided in the following format:

► Implementation Approach

Additionally, this version of the FReD has been written to specifically identify functions that are required for EBT readiness neutral of the technology used for EBT (online, offline, or other). For any technology used for EBT, similar processes and data are required from the WIC IS in order to provide the necessary information to *the EBT system*. The term “*the EBT system*” has been used in the document as a generic, technology neutral description to represent the specific system, module, component or contracted processor that the State agencies used to support EBT account management, card management, transaction processing, and settlement.

Regarding data required for CDC reporting, while most data elements have been captured in the FReD, readers should refer to CDC documentation for ideal features and data elements as preferred by the CDC for PNSS and PedNSS reporting. Links to the CDC website and reference information can be found in *Appendix F: Policy and Data References*.