

II. NUTRITION SERVICES

Nutrition services represent the full range of activities performed by a variety of staff to operate a WIC Program such as, participant assessment and screening, nutrition education and counseling, breastfeeding and health promotion, food package prescriptions, and health care referrals. WIC State agencies are encouraged to refer to the quality WIC Nutrition Services Standards, available on the WIC Works website, for recommended criteria and best practices to incorporate activities that are consistent with providing quality nutrition services and RQNS. (Questions on Dietary Assessment can now be found in VIII, Certification, Eligibility and Coordination.)

A. Nutrition Education - 246.4(a)(9); 246.11(a)(1-3)(c)(1,3-8): describe the nutrition education goals and action plan and the provisions for providing nutrition education contacts and materials to all participants including the special nutrition education needs of migrant farmworkers and their families, Native Americans, and homeless persons. Also describe methods to be used to provide drug and other harmful substance abuse prevention information. Establish standards for breastfeeding promotion and support.

B. Food Package Design - 246.10 (c)(1-7); (e)(1-3): describe the procedures for determining which foods should be authorized and how the food package should be nutritionally tailored and by whom, and plans for substitutions or eliminations to WIC food package.

C. Staff Training - 246.11(c)(2): describe the training and technical assistance provided to WIC professional and para-professional personnel who provide nutrition education, and breastfeeding promotion/education to participants.

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A. Nutrition Education

1. Nutrition Education Plans (§246.11)

- a. The State agency develops and coordinates the nutrition education component with consideration of local agency plans, needs and available nutrition education resources. (§246.11(c))
- b. The State agency monitors local agency activities to ensure compliance with provisions set forth in paragraphs §246.11 (c)(8), (d), and (e) of this section. [Note: The reference to (c)(8) will be replaced with (c)(7) once the Miscellaneous Rule is published.] (§246.11(c)(5))
- c. The local agency develops an annual nutrition education plan that is consistent with the State's nutrition education component of Program operations. (§246.11(d)(2))

d. (i). The State agency requires that local agency nutrition education include:

- a needs assessment
- goals and objectives for participants
- evaluation/follow-up
- other (list):

(ii). The State agency monitors local agency progress toward meeting nutrition education goals, nutrition education action plans and objectives via:

- quarterly or annually written reports
- year-end summary report
- annually at local agency reviews
- other (specify): Technical assistance

e. State policies reflect the revised definition of "nutrition education" found in Public Law 108-265, the Child Nutrition and WIC Reauthorization Act of 2004, enacted on June 30, 2004. The revised definition is "Nutrition education means individual and group sessions and the provision of materials that are designed to improve health status and achieve positive change in dietary and physical activity habits, and that emphasize the relationship between nutrition, physical activity, and health, all in keeping with the personal and cultural preferences of the individual."

- Yes No

ADDITIONAL DETAIL: Nutrition Services Appendix and/or Procedure Manual (citation):

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2. Annual Assessment of Participant Views on Nutrition Education and Breastfeeding Promotion

a. Is an annual Assessment of Participant Views on Nutrition Education and Breastfeeding Promotion conducted:

Yes No

b. Check below the method(s) used in the past fiscal year to assess participant views on nutrition education and breastfeeding promotion and support provided by WIC:

- State-developed questionnaire issued by local agencies
 Locally developed questionnaires (need approval by SA: Yes No)
 State-developed questionnaire issued by State agency
 Focus groups
 Other (specify): **each lesson has a participant evaluation**

c. Results of participant views are:

- used in the development of the State Plan
 used in the development of local agency nutrition education plans and breastfeeding promotion and support plans
 other (specify): all state agency education for participants

ADDITIONAL DETAIL: Nutrition Services Appendix and/or Procedure Manual (citation):

3. Nutrition Education Contacts (§246.11(a)(1-3): *(1) Nutrition education shall be considered a benefit of the program, and shall be made available at no cost to the participant. Nutrition education shall be designed to be easily understood by participants, bear a practical relationship to participant nutritional needs, household situations, and cultural preferences including information on how to select food for themselves and their families.* (2) *Nutrition education is made available to all participants.* (3) *The State agency shall ensure that local agencies provide drug and other harmful substance abuse information to all pregnant, postpartum, and breastfeeding women and parents or caretakers of infants and children participants.*

a. The State agency assures that each local agency offers adult participants, parents or caretakers of infant and child participants, and whenever possible, the child participants themselves at least two (≥ 2) nutrition education contacts per certification period to ensure adequate nutrition education in accordance with §246.11(e) via:

- local agency addresses in annual nutrition education plan
 state nutrition staff monitor annually during local agency reviews
 local agency provides periodic reports to State agency
 other (specify): performance measure in contract

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b. The State agency has developed minimum nutrition education standards for the following participant categories:

- | | | | |
|-------------------------------------|------------------|-------------------------------------|------------------------|
| <input checked="" type="checkbox"/> | pregnant women | <input checked="" type="checkbox"/> | breastfeeding women |
| <input checked="" type="checkbox"/> | postpartum women | <input checked="" type="checkbox"/> | infants |
| <input type="checkbox"/> | children | <input checked="" type="checkbox"/> | high-risk participants |

The minimum nutrition education standards address:

- | | | | |
|-------------------------------------|----------------------------------------------------------------------------------|-------------------------------------|---------------|
| <input checked="" type="checkbox"/> | number of contacts | <input checked="" type="checkbox"/> | documentation |
| <input type="checkbox"/> | protocols | <input checked="" type="checkbox"/> | referrals |
| <input checked="" type="checkbox"/> | breastfeeding promotion | <input checked="" type="checkbox"/> | care plans |
| <input checked="" type="checkbox"/> | information on drug and other harmful substance abuse | | |
| <input checked="" type="checkbox"/> | counseling methods/teaching strategies | | |
| <input checked="" type="checkbox"/> | content (WIC appropriate topics) | | |
| <input checked="" type="checkbox"/> | relevant to participant assessment | | |
| <input checked="" type="checkbox"/> | appropriate use of educational reinforcements (videos, brochures, posters, etc.) | | |

c. The State agency allows the following nutrition education delivery methods:

- face-to-face, individually or group
- online/Internet
- telephone
- take-home activity
- food demonstration
- a delivery method performed by other agencies, i.e., EFNEP
- other (specify): support groups;diabets/obesity programs;self-paced lessons;poster sessions;take home dvd

d. An individual care plan is provided based on:

- | | | | |
|--------------------------|------------------|-------------------------------------|---------------------|
| <input type="checkbox"/> | nutritional risk | <input checked="" type="checkbox"/> | CPA discretion |
| <input type="checkbox"/> | priority level | <input checked="" type="checkbox"/> | participant request |
| <input type="checkbox"/> | other: | | |

e. Individual care plans developed include the following components:

- | Must Include | May Include |
|-------------------------------------|------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> identification of nutrition-related problems |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> individualized food package |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> plan for follow-up |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> referrals |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> timeframes for completing action plan |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> documentation for completing action plan |

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- bear a practical relationship to participant nutritional needs, household situations, and cultural preferences including information on how to select food for themselves and their families
- other (specify): as requested

f. Check the following individuals allowed to provide general or high-risk nutrition education:

General Nutrition Education	High-risk Nutrition Contact
<input checked="" type="checkbox"/>	<input type="checkbox"/> Paraprofessionals (non B.S. degree with formal WIC training by SA or LA)
<input checked="" type="checkbox"/>	<input type="checkbox"/> Licensed Practical Nurses
<input checked="" type="checkbox"/>	<input type="checkbox"/> Registered Nurses
<input checked="" type="checkbox"/>	<input type="checkbox"/> B.S. in Home Economics
<input checked="" type="checkbox"/>	<input type="checkbox"/> B.S. in the field of Human Nutrition
<input checked="" type="checkbox"/>	<input type="checkbox"/> Registered Dietitian or M.S. in Nutrition (or related field)
<input checked="" type="checkbox"/>	<input type="checkbox"/> Dietetic Technician (2-year program completed)
<input checked="" type="checkbox"/>	<input type="checkbox"/> Other (specify):physicians, PAs,degreed professionsals with 12 hours of nutrition, other health professionsals with SA approval

g. The State agency allows adult participants to receive nutrition education by proxy.

- No
- Yes (If yes, check the applicable conditions below):
 - proxy is spouse/significant other
 - proxy is parent of adolescent prenatal participant
 - proxy is neighbor
 - only for certain priorities (specify):
 - other (specify): **as designated by participant**

h. The State agency allows parents/guardians of infant and child participants to receive nutrition education by proxy.

- No
- Yes (If yes, check the applicable conditions below):
 - proxy is grandparent or legal guardian of infant or child participant
 - proxy is neighbor
 - only for certain priorities (specify):
 - other (specify):as designated by participant

ADDITIONAL DETAIL: Nutrition Services Appendix and/or Procedure Manual (citation):

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- 4. Nutrition Education Materials** (§246.11(c)(1,3-8): (1) The State agency shall develop and coordinate the nutrition education component of Program operations with consideration of local agency plans, needs and available nutrition education resources. (3) Identify or develop resources and educational materials for use in local agencies, including breastfeeding promotion and instruction materials, taking reasonable steps to include materials in languages other than English in areas where a significant number or proportion of the population needs the information in a language other than English. (4) Develop and implement procedures to ensure that nutrition education is offered to all adult participants and to parents/caregivers of infant or child participants, as well as child participants whenever possible. (6) Establish standards for participant contacts that ensure adequate nutrition education in accordance with paragraph 246.11(e). (7) Establish standards for breastfeeding promotion and support, including a positive breastfeeding supportive clinic environment, a local agency breastfeeding coordinator, breastfeeding promotion and support for new staff .)

- a. The State agency recommends and/or makes available nutrition education materials for the following topics:**

	English	Spanish	Other languages (specify):
General nutrition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vietnamese
Specific nutrition-related disorders	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vietnamese
Maternal nutrition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vietnamese
Infant nutrition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vietnamese
Child nutrition	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vietnamese
Nutritional needs of homeless	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Nutritional needs of migrant farmworkers & their families	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Nutritional needs of Native Americans	<input type="checkbox"/>	<input type="checkbox"/>	
Nutritional needs of teenage prenatal women	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
Breastfeeding promotion and support (including troubleshooting problems)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Vietnamese

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Danger of harmful substance
(alcohol, tobacco and other
drugs and second-hand smoke)
use during pregnancy
and breastfeeding

Other:

Dental health

Vietnamese

Smoking during pg

Attach a listing of the nutrition education resources available from the State agency or other sources for use by local agencies or specify the location in the Procedure Manual and reference below.

b. The State agency follows written procedures to ensure that nutrition education materials recommended/made available are appropriate in terms of the following:

content reading level/language graphic design ethnicity

c. Locally developed nutrition education materials must be approved by State agency prior to use.

Yes No

If no, State agency requires local agency to follow a standardized format for evaluating nutrition education materials.

Yes No

ADDITIONAL DETAIL: Nutrition Services Appendix - Nutrition education materials are listed on the WIC web site at: <http://www.dshs.state.tx.us/wichd/nut/edu-nut.shtm> and/or Procedure Manual (citation):

5. Special Nutrition Education Needs of Special Populations

The State agency tailors its nutrition education efforts to address the specific needs of migrant farmworkers (M), homeless individuals (H), substance-abusing individuals (S), and/or breastfeeding women (B) through (check all that apply):

M H S B

provision of nutrition education materials appropriate to this population and language needs

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- | | | | | |
|--------------------------|--------------------------|-------------------------------------|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | provision of nutrition curriculum or care guidelines specific to this population |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | requiring local agencies who serve this population to address its special needs in local agency nutrition education plans |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | arranging for special training of local agency personnel who work with this population |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | distribution of resource materials related to this population |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | encouraging WIC local agencies to network with one another |
| <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | coordinating at the State and local levels with agencies who serve this population |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | other (specify): |

ADDITIONAL DETAIL: Nutrition Services Appendix and/or Procedure Manual (citation):

6. Breastfeeding Promotion and Support Plan

a. The State agency coordinates with local agencies to develop a breastfeeding promotion plan that contains the following elements (check all that apply):

- activities such as development of breastfeeding coalitions, task forces, or forums to address breastfeeding promotion and support issues
- identification of breastfeeding promotion and support materials
- procurement of breastfeeding aids which support the initiation and continuation of breastfeeding (e.g., breast pumps, breastshells, nursing supplementers, and nursing pads and bras).
- training for State/local agency staff.
- designating roles and responsibilities of staff
- evaluation of breastfeeding promotion and support activities
- other (specify): Staff responsibilities are defined by policy

b. The State agency has established minimum protocols for breastfeeding promotion and support which include, at a minimum, the following (check all that apply):

- a policy that creates a positive clinic environment which endorses breastfeeding as the preferred method of infant feeding
- a requirement that each local agency designate a local agency staff person to coordinate breastfeeding promotion and support activities
- a requirement that each local agency incorporate task-appropriate breastfeeding promotion and support training into orientation programs for new staff involved in direct contact with WIC clients

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- a plan to ensure that women have access to breastfeeding promotion and support activities during the prenatal and postpartum periods
- participant assessment
- food package prescription
- data collection
- referral criteria
- peer counseling
- other (specify):
- other (specify):

State agencies that receive WIC Breastfeeding Peer Counseling Funds complete item 7.

7. The State agency coordinates with local agencies to develop a breastfeeding peer counseling program that contains the following components:

a. An appropriate definition of peer counselor defined as follows: paraprofessional; recruited and hired from target population; available to WIC clients outside usual clinic hours and outside the WIC clinic

- Yes No

b. Designated breastfeeding peer counseling program managers/coordinators at State and/or local level

- Yes No

c. Defined job parameters and job descriptions for breastfeeding peer counselors

- Yes No

If yes, the job parameters for peer counselors (check all that apply):

- Define settings for peer counseling service delivery**
 - Home (peer counselor makes telephone calls from home)
 - Home (peer counselor makes home visits)
 - Clinic
 - Hospital
- Define frequency of client contacts**
- Define procedures for making referrals**

d. Adequate compensation and reimbursement of breastfeeding peer counselors

- Yes No

e. Training of State and local management staff through *Using Loving Support to Manage Peer Counseling Programs* training curriculum

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Yes No

f. Training of WIC clinic staff about the role of the WIC peer counselor

Yes No

g. Establishment of standardized breastfeeding peer counseling program policies and procedures (check all that apply):

- documentation of client contacts
- referral protocols
- confidentiality
- other, (specify) qualifications, job duties, training, etc. Policy BF 03.0

h. Adequate supervision and monitoring of breastfeeding peer counselors through (check all that apply):

- regular, systematic contact with peer counselor
- regular, systematic review of peer counselor contact logs
- spot checks
- other, (specify) employee evaluations

i. Establishment of community partnerships to enhance the effectiveness of breastfeeding peer counseling programs (check all that apply):

- breastfeeding coalitions
- businesses
- community organizations
- cooperative extension
- La Leche League
- hospitals
- home visiting programs
- private clinics
- other, (specify) Breastfeeding classes for teen parents in schools

j. Adequate support of peer counselors by providing the following (check all that apply):

- timely access to WIC designated breastfeeding experts for referrals outside peer counselors' scope of practice
- regular contact with supervisor
- participation in clinic staff meetings as part of WIC team
- opportunities to meet regularly with other peer counselors
- other, (specify)

k. Provision of training and continuing education of peer counselors (check all that apply):

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- standardized training using *Loving Support through Peer Counseling* curriculum
- ongoing training at regularly scheduled meetings
- home study
- opportunities to “shadow” or observe lactation experts and other peer counselors
- training/experience to become senior level peer counselors, IBCLC, etc.)
- other, (specify)training with the Texas WIC Breastfeeding Peer Counselor

Manual

**ADDITIONAL DETAIL: Nutrition Services Appendix
and/or Procedure Manual (citation):**