



KANSAS WIC INFORMATION MEMORANDUM
KANSAS-WIC-I-2013-08

TO: Parent and Sub-Agencies

FROM: Dave Thomason
Nutrition & WIC Services Director

DATE: May 17, 2013

RE: WIC Advisory Committee Nominations
WIC Advisory Committee Minutes
Nutrition Education – New Lessons in wichealth.org
Resources, Nutrition Education, Gestational Diabetes
Resources, Breastfeeding
KWIC Focus – Terminating WIC clients
Training: Educational Opportunities

WIC Advisory Committee Nominations

It is time to nominate new members for the WIC Advisory Committee (WAC) for the upcoming fiscal year, beginning October 1, 2013. As a reminder, the WAC's purpose is to provide the State Agency (SA) with Local Agency (LA) and client input and recommendations on proposed new or revised policies and procedures. Questions on implementing policies and procedures should be directed to the SA, rather than to WAC.

In odd years, representatives and alternates are elected from the Southeast and Northeast regions. For LA representative responsibilities, see #4 in [ADM 09.00.00](#).

In addition, in odd numbered years the LA National WIC Association (NWA) representative will be elected. All nominees need to be employed by a LA who is a dues-paying member of NWA. For LA NWA representative responsibilities, see #7 in [ADM 09.00.00](#). Note that this is a non-voting position on WAC.

Newly elected members will serve a two year term. Generally there are quarterly meetings, with three by conference call and one face-to-face. To be nominated as a WAC representative, the person must have worked for WIC for at least one year. Re-election is allowed. For more information regarding the WAC, refer to [ADM 09.00.00](#).

Anyone may make a nomination. (You can nominate yourself!) However be sure that the person nominated has agreed to have their name submitted. **Submit nominations by July 1st.** See the 2012-2013 WAC members at http://www.kansaswic.org/download/WAC_Members.pdf.

Regions due for new representatives (sub-agencies with parent agency):

- **Southeast Region consists of:** Chautauqua, Cherokee, Crawford, Elk, Franklin, Greenwood, Linn, Lyon, Neosho, SEK Multi-County, and Wilson (and all associated subagencies)
- **Northeast Region consists of:** Doniphan, Douglas, Jefferson, Johnson, Leavenworth, Marshall, Miami, Nemaha, Northeast Kansas Multi-County, Shawnee, and Wyandotte (and all associated subagencies)

Thank you to the following for serving during the past two years (or longer):

- Representative or Alternate: Linda Timme, Nancy Anstey, Kay Powell, Joan DeCoursey
- LA NWA Representative: Nancy Sanchez



ACTION REQUIRED: Submit nominations for Southeast, Northeast, or NWA representative to Patrice Thomsen at pthomsen@kdhks.gov by July 1st. Include information on how long the nominee has worked for WIC, their current position, and where they are employed. Be sure that you have the permission of the person before submitting their name.

WIC Advisory Committee Minutes

You can find the April 2, 2013 WIC Advisory Committee meeting minutes on the WIC Advisory Committee page of the website. Notice the next meeting (conference call) is July 24. http://www.kansaswic.org/local_agencies/WIC_advisory_comm.html

ACTION REQUIRED: Read as desired.

Nutrition Education – New Lessons in wichealth.org

The following lessons have recently been added to wichealth.org and have also been added to Nutrition Education Topics in KWIC: Understanding Your Baby’s Sleep; Understanding Your Baby’s Cues.

LA staff are encouraged to offer wichealth.org to their clients for low risk secondary nutrition education. Since the Kansas launch in October 2011, 12,750 wichealth.org lessons have been completed in Kansas. Implementation information is available on the Kansas WIC website at: http://www.kansaswic.org/local_agencies/training.html.

ACTION REQUIRED: Consider offering or continue to offer wichealth.org to your clients.

Resources, Nutrition Education, Gestational Diabetes

The handout posted on the Kansas WIC website, *Gestational Diabetes*, has been replaced with a newly revised and updated version. It is also available in Spanish. This handout includes two sample menus, with WIC foods highlighted, to assist clients in following an appropriate diet during their pregnancy. It is located under the Maternal Nutrition tab at this link:

http://www.kansaswic.org/nutrition_education/nutrition_edu_materials.html

ACTION REQUIRED: Print and share the Gestational Diabetes handout with pertinent clients.

Resources, Breastfeeding

The following outdated breastfeeding materials have been removed from the Kansas WIC website:

- Breastfeeding Basics: Common Problems;
- Breastfeeding Basics: Getting Started;
- Breastfeeding Basics: The First Six Weeks;
- How to Have a Good Breastmilk Supply;
- The Potential Health Care Cost of Not Breastfeeding;
- Weaning for the Breastfed Baby;
- Why Should I Breastfeed?

ACTION REQUIRED: Review other education materials on the WIC website or available on the WIC Publications Order Form containing current information replacing the above outdated materials. Share with other staff, download or order materials as needed.

KWIC Focus – Terminating WIC Clients

This month's issue of *KWIC Focus* is included at the end of this memo and is also available on the web site at http://www.kansaswic.org/local_agencies/kwic_focus_newsletter.html.

ACTION REQUIRED: Have all staff read *KWIC Focus*.

Training: Educational Opportunities

- **KS WIC Glow and Grow Breastfeeding Training** Each new WIC employee is required by USDA to attend this training. For more information, see the [Training page](#) of the Kansas WIC website. Space permitting, we will allow attendance of non-WIC staff at a higher registration fee. Consider inviting other non-WIC staff such as Healthy Start Home Visitors.
 - **June 4, 2013 – Topeka**
 - **Fall, 2013 – Wichita (Date to be determined.)**

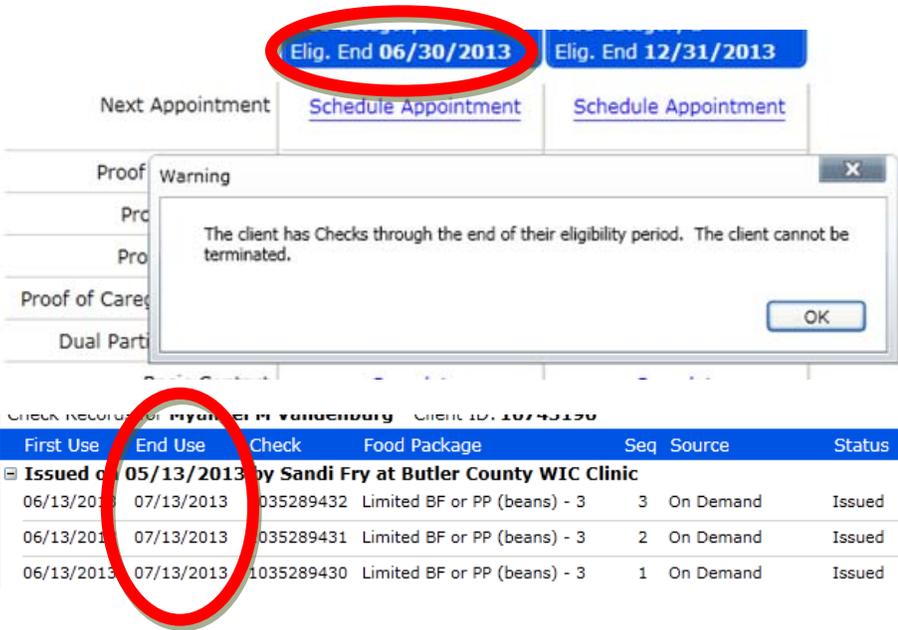
- **Certified Breastfeeding Educator** trainings presented by Debi Bocar, PhD, RN, IBCLC. Watch this website for more upcoming breastfeeding educator programs. - <http://www.lactation-consultant-services.com/about.html>
- **Breastfeeding: Baby's Natural Choice Conference** La Vista Conference Center, Omaha, Nebraska. August 14, 2013 7:15 am – 4:15 pm. Presenters Christina Smilie and Diana West. For more information call 402-559-6345 or visit OlsonCenter.com
- **WIC Breastfeeding Basics**, a one hour online course from the WIC Works Resource System is now approved for 1 credit for dietitians, nurses and lactation consultants. WIC Breastfeeding Basics is the first WIC Works course to offer CERPs. You'll need to create an account, etc. Check it out today at <http://wicworks.nal.usda.gov/wic-learning-online>

ACTION REQUIRED: Share information with appropriate WIC staff about these continuing education opportunities. Consider sending appropriate WIC staff according to your local agency training needs and as the local agency budget allows. If appropriate, refer to ADM 11.02.00 Financial Support for Local Agency On-Going Training for information on the possibility of obtaining financial support from the SA. Notice the policy specifies that staff time is not covered in these special funds.

If you have any questions regarding this memo, please contact the state staff member assigned to your agency.

Enclosures: *KWIC Focus*



Question	Answer																																			
<p>When I try to terminate a client after issuing their last month of checks, sometimes KWIC won't let me.</p>	<p>The best way to handle terminating clients is to allow KWIC to do it automatically. There are always circumstances when clinic staff must terminate the client (e.g. Death or Caregiver Request), but for the most part, KWIC will automatically move the client from <i>Active</i> status to <i>Expired</i> status and then to <i>Terminated</i> status appropriately with no Local Agency staff involvement.</p> <p>Let's say a PP mom is in getting her last months of checks. KWIC will print out an End of Eligibility letter, notifying the client that she will no longer be eligible for WIC benefits as of June 30, 2013. Per federal regulation, this is adequate termination notice and further action from the Local Agency is unnecessary.</p> <p>The message below has been the topic of a couple phone calls to the KWIC Help Desk, asking why KWIC won't let them terminate a client.</p> <p>If the client's last date to use their checks is after the Eligibility End Date, KWIC will not allow staff to terminate the client. This is because after the last day to use their checks, KWIC will have automatically moved the client to expired status.</p>  <table border="1" data-bbox="511 1501 1409 1669"> <thead> <tr> <th>First Use</th> <th>End Use</th> <th>Check</th> <th>Food Package</th> <th>Seq</th> <th>Source</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td colspan="7">Issued on 05/13/2013 by Sandi Fry at Butler County WIC Clinic</td> </tr> <tr> <td>06/13/2013</td> <td>07/13/2013</td> <td>035289432</td> <td>Limited BF or PP (beans) - 3</td> <td>3</td> <td>On Demand</td> <td>Issued</td> </tr> <tr> <td>06/13/2013</td> <td>07/13/2013</td> <td>035289431</td> <td>Limited BF or PP (beans) - 3</td> <td>2</td> <td>On Demand</td> <td>Issued</td> </tr> <tr> <td>06/13/2013</td> <td>07/13/2013</td> <td>1035289430</td> <td>Limited BF or PP (beans) - 3</td> <td>1</td> <td>On Demand</td> <td>Issued</td> </tr> </tbody> </table>	First Use	End Use	Check	Food Package	Seq	Source	Status	Issued on 05/13/2013 by Sandi Fry at Butler County WIC Clinic							06/13/2013	07/13/2013	035289432	Limited BF or PP (beans) - 3	3	On Demand	Issued	06/13/2013	07/13/2013	035289431	Limited BF or PP (beans) - 3	2	On Demand	Issued	06/13/2013	07/13/2013	1035289430	Limited BF or PP (beans) - 3	1	On Demand	Issued
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