
Subject: Certification Periods

Effective Date: October 1, 2014

Revised from: June 27, 2014

Policy: The certification period starts the date eligibility is determined. Certification periods are for the following time frames:

- Pregnant women – Certification period is for the duration of pregnancy and up to 6 weeks after the end of the pregnancy.
- Breastfeeding women – Certification period ends in the month of her breastfed infant's first birthday or cessation of breastfeeding. If breastfeeding is discontinued prior to 6 months postpartum, she may still be eligible as a postpartum woman.
- Postpartum women – Certification period is for 6 months postpartum.
- Infants – Certification period for an infant initially certified before 6 months of age ends in the month of the infant's first birthday. For an infant initially certified after 6 months of age, the certification period is for 6 months.
- Children – Certification periods are for 1 year unless categorical eligibility is ending in the month of the child's fifth birthday.

A 30-day temporary certification period exists when an applicant or existing client/caregiver does not provide proof of client identity, residency, or income (or cannot be verified by staff as adjunctively eligible) but a WIC staff member has determined that the applicant meets all other eligibility criteria. Refer to [CRT 01.02.02 Thirty-Day Temporary Certification Periods](#).

Reference: CFR §246.7(g)

Procedure:

1. The KWIC system identifies the End Eligibility Date as the last day of the month in which the certification period ends.
2. The KWIC system will print checks with a first date to use up to and including a client's Eligibility End Date for the following clients.
 - a. Pregnant women
 - b. Infants
 - c. Children not turning 5 years old.
3. The KWIC system will **not** print checks with a first date to use on or after a client becomes categorically ineligible.
 - a. Breastfeeding women – Categorically ineligible on their infant's first birthday.
 - b. Postpartum women – Categorically ineligible on their day the infant is six months old.
 - c. Children – Categorically ineligible on the child's fifth birthday.

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4. The KWIC System will only print one month of checks for a client in a thirty-day temporary certification period.