



Protecting, maintaining and improving the health of all Minnesotans

Memo

To: WIC Coordinators
From: WIC Nutrition Unit
Date: February 5, 2014
Subject: Resolve High Risk Designation in Release 2.19

HuBERT Release 2.19 includes an enhancement **Resolve System-Assigned High Risk**. The enhancement allows CPAs to remove a system-assigned high risk designation. See page 44 [HuBERT Software Release Document 2.19](#) for the functionality of this enhancement.

A local agency may choose to use the **Resolve System-Assigned High Risk Checkbox** as part of their high risk procedures. This HuBERT functionality **should not affect current practices of when high risk care is discontinued**. Rather it provides an option for better tracking high risk and identifying when high risk care is discontinued. If the checkbox is used:

- Instruct staff on the checkbox functionality.
- Establish how the checkbox will be consistently used by staff and how staff will document high risk resolution. Guidance and examples for using the checkbox are listed below.

According to the High Risk Care policy, guidance and criteria ([MOM Section 6.6](#) and [MOM Exhibit 6-A](#)), there will be circumstances in which it may be appropriate for a CPA to “resolve” high risk status. Below are three examples.

- At certification, HuBERT flags a participant as “high risk” due to the assignment of a risk code, but the participant *does not meet* the high risk criteria for that risk code. (Example: Pregnant woman in 2nd Trimester is assigned 101 for Underweight and is system-assigned “high risk”. However, weight gain has been adequate based on prenatal weight gain grids; therefore, the participant *does not meet* high risk criteria.) CPA can resolve the system-assigned high risk status.
- At certification, the CPA determines participant is receiving high-risk care and follow-up from a health care provider, and it is not necessary from WIC. (See MOM Section 6.6 for specific requirements)

- At a follow-up contact, the CPA is sure that the condition(s) is resolved or stable and that further monitoring would either not be necessary or not be beneficial. (Example: Pregnant woman assigned 131 for Low Maternal Weight Gain at certification. Weight gain still plots below the bottom line of the appropriate weight gain grid, but nausea has resolved, her reported diet is good and weight gain is steadily increasing. It may be appropriate to discontinue high risk care.)

In every situation, CPAs must use **professional discretion** in deciding to “resolve” high risk status, and when they do, they **must document the reason** for resolving the system-assigned high risk status with a HuBERT note.

- A **System Note** is auto-generated with the following:
 - Note Type = General
 - Subject = High Risk Resolution
 - Note Text = “System assigned high risk resolved by <staff name> on <date and timestamp>”
- The CPA should document the reason for resolving the system-assigned high risk in another note. See [MOM Section 6.6](#) for documentation guidance.

If you have any questions, please contact your nutrition/regional consultant.