



Updates to the No WIC Formula/Foods Issued Item

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Now available for women

The **No WIC Formula/Foods Issued** non-contract formula food item allows agencies to count participants receiving nutrition services but not food benefits. Previously, this option was only available for infants and children. However, to support consistent statewide practice, this option is now also available for **women categories** (pregnant, breastfeeding and non-breastfeeding) in WINNIE.

CPAs may select **No WIC Formula/Foods Issued** for women in situations where issuing benefits is not appropriate or feasible, but you are still providing nutrition services. Examples include:

- A **pregnant participant** hospitalized for an extended period.
- A **postpartum participant** who is incarcerated.
- A **participant residing in a treatment facility** where food is provided and WIC foods cannot be used.

NOTE! Do **not** use this option for fully breastfed infants less than 6 months old and some-breastfeeding women more than 6 months postpartum. These participants are automatically counted when the other member of the breastfeeding dyad is issued benefits.

Updated guidance for all participants

To issue the **No WIC Formula/Foods Issued** item:

- Verify the participant for whom you want to issue this item is currently living in Minnesota.
- For women and children - in Health Information: Toggle on **Food Package III** and save. This is necessary for FORMULA to display in the *Base Food Category* dropdown when creating the food prescription.
- In Food Prescription:
 - Click **Add Food Prescription**.
 - Select the **Effective Date**.
 - Click **Add**.
 - Select **FORMULA** from the *Base Food Category* dropdown.
 - Select **Non-Contract** from the *Formula Type* dropdown.
 - Select **No WIC Formula/Foods Issued** from the *Food Item* dropdown.
 - Click Save.
- In Issue Benefits:

- Issue the **No WIC Formula/Foods Issued** benefit for the appropriate length of time (e.g., 1 or 2 months) that the participant **will not be** receiving WIC food benefits.
- Toggle on **Direct Ship**.
- Complete the *Direct Shipped Items* card for each month.
 - Ship To: In Stock
 - Direct Ship Quantity: 1
- Required documentation for **all** participants (women, infants, and children) issued this item:
 - Document the specific nutrition services (education, etc.) provided at the contact.
 - Add a general note (subject = Benefit Issuance) describing the situation and why the **No WIC Formula/Foods Issued** was provided.

More information

The MN Operations Manual will be updated with this information. Watch the Weekly Update for policy updates.

Please reach out to your state WIC consultant with questions.

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