

19 kcal Contract Formulas - Introduction

Intro

This HuBERT on-demand training module is provided by...

Intro1

...the MN Department of Health WIC Program. It provides an overview of issuing 19 kcal contract formulas.

19 kcal Contract Formulas

Overview

WIC Federal Regulations require contract formula to provide 20 kcals per ounce.

However, there are three kinds of contract formula that provide only 19 kcals per ounce: Similac Sensitive, Similac Spit Up, and Similac Total Comfort. These are identified in HuBERT by “hyphen Rx or FPIII” after the name of the formula.

Overview1

Since these do not meet the regulatory standards, we must have medical documentation to support issuing them to our participants.

There are two documentation methods, either of which our agency may choose to use: Condition-Specific Protocol, or CSP, and individual medical documentation.

Condition-Specific Protocol (CSP)

7D3

If our agency uses Condition-Specific Protocol, Exhibit 7-D3 from MOM is kept on file at our agency, renewed annually, and is used as medical documentation that covers all infants in our agency issued any one of the 19 kcal contract formulas until they turn one year old.

Take a second to read through this form...

<no audio> Click when ready to continue...

7D31

Go ahead and read the Provisions of Protocol...

<no audio> Click when ready to continue.

The form is signed by our agency's Medical Consultant and Local Health Department Administrator or designee. The Medical Consultant's name is the one thing we need to complete our documentation in HuBERT.

CSP FP

Today is April 10th and Hazel Nut is a 2-month old non-breastfeeding infant who we VOC certified.

Mom told us she was using powdered Similac Advance but that Hazel has been really fussy and gassy so she is wondering if there is another formula she could try.

After assessing Hazel's health and feeding, we asked mom if she wanted to try Similac Sensitive.

CSP Add FP

We need to add a food package that can be issued today. Go ahead and get that started.

<no audio – failure hint> Click the **Add** button.

CSP Add DFP

<no audio – failure hint> Click the **Use Default** button to auto-generate a default food package.

CSP Select Formula

<no audio> Select powdered Similac Sensitive.

<no audio – failure hint> Select **9 - Similac Sensitive (12.4 oz pwd) -Rx or FPIII**.

CSP Select Formula1

<no audio – failure hint> Click OK or press the Enter key.

CSP Special Rx

The **Special Prescription Item** dialogue is how we document our CSP approval for issuance of a 19kcal contract formula until the infant is one year old.

The Start Date is today's date and the End Date should be Hazel's one year birth date, which is February 7th, 2020.

We must always select a reason.

And since our agency has a CSP approval on file, we'll select CSP – Similac Rx.

Go ahead and enter this information.

<no audio> Enter **2/7/20** in the End Date field and then select **CSP – Similac Rx**.

CSP Special Rx1

The Physician's Name is a required field. Since we use the CSP approval, we are going to type "CSP hyphen" followed by the last name of our agency's approving Medical Consultant.

We'll talk about the **Verbal** checkbox in another module since it doesn't apply here.

Go ahead and complete the rest of the information.

CSP Form

<no audio> Circle last name of Medical Consultant – LION.

CSP Special Rx2

<no audio> Type CSP – LION into the Physician's Name field and click the OK button to save.

CSP Save DFP

<no audio> Click the **OK** button to save the new food prescription.

CSP DFPs

The special prescription date, reason and doctor's name are saved to the database but only the dates display in HuBERT.

As best practice, let's add the rest of her infant food packages. She already has her 1 through 3 month food package and needs the 4 through 5, 6 through 8 and 9 through 11 month food packages.

CSP DFPs1

Her birthdate is 2/7/19 so to get our food package effective dates we just need to add 4 months to February, which is June 7th, then 6 months which is August 7th, then 9 months, which is November 7th.

CSP DFPs2

Go ahead and create the default food packages.

<no audio – failure hint> Click the **Add** button.

CSP DFP4-5

<no audio> Create the 4-5 month food package. DOB is 2/7/19.

<no audio – failure hint> We need to change the Effective Date to Hazel’s 4-month birth date, which is **6/7/19** then click the **Use Default** button.

CSP DFP4-5_1

<no audio – failure hint> Select **9 - Similac Sensitive (12.4 oz pwd) -Rx or FPIII**.

CSP DFP4-5_2

<no audio – failure hint> Click OK or press the Enter key.

CSP DFP4-5_3

This message indicates we already have a special prescription approval for Similac Sensitive that is valid through February 7th 2020 and asks if we want to use it.

We do. So click Yes.

<no audio> Click Yes or press the Enter key.

CSP DFP4-5_4

Continue adding the food prescriptions.

<no audio – failure hint> Click the OK button to save the food package for June 7, 2019.

CSP DFP6-8

<no audio – failure hint> Click the **Add** button.

CSP DFP6-8_1

<no audio> Create the 4-5 month food package. DOB is 2/7/19.

<no audio – failure hint> We need to change the Effective Date to Hazel’s 6-month birth date, which is **8/7/19** then click the **Use Default** button.

CSP DFP6-8_2

<no audio – failure hint> Select **10 - Similac Sensitive (12.4 oz pwd) -Rx or FPIII**.

CSP DFP6-8_3

<no audio – failure hint> Click OK or press the Enter key.

CSP DFP6-8_4

<no audio> Click Yes or press the Enter key.

CSP DFP6-8_5

<no audio – failure hint> Click the OK button to save the food package for June 7, 2019.

CSP DFP9-11

<no audio – failure hint> Click the **Add** button.

CSP DFP9-11_1

<no audio> Create the 9-11 month food package. DOB is 2/7/19.

<no audio – failure hint> We need to change the Effective Date to Hazel’s 9-month birth date, which is **11/7/19** then click the **Use Default** button.

CSP DFP9-11_2

<no audio – failure hint> Select **7 - Similac Sensitive (12.4 oz pwd) -Rx or FPIII**.

CSP DFP9-11_3

<no audio – failure hint> Click OK or press the Enter key.

CSP DFP9-11_4

<no audio> Click Yes or press the Enter key.

CSP DFP9-11_5

<no audio – failure hint> Click the OK button to save the food package for June 7, 2019.

CSP All DFPs

<no audio> Click when ready to continue.

Notes

A couple of other things to note about CSP approvals.

All of this information applies to any infant receiving supplemental formula regardless of breastfeeding status.

CSP Note

If we change Hazel’s 19kcal formula to a different one, such as Similac Total Comfort, best practice is to...

CSP Note1

...document why the formula needed to be changed in a General Note.

CSP Transfer

If the participant transfers into our agency, we can honor their existing CSP approval.

Individual Medical Documentation

7D2

If our agency does not use the Condition-Specific Protocol for 19kcal contract formula approval then the infant must have a prescription from their health care provider.

The Medical Documentation Form for Similac Sensitive, Total Comfort and Spit-Up, Exhibit 7D-2 in MOM, is provided for this purpose.

<no audio> Click when ready to continue.

7D2_1

Once completed by the doctor, this form must be scanned into the infant's record in HuBERT as documentation of approval.

<no audio> Click when ready to continue.

Special Rx

When completing the Special Prescription Item dialogue, we would enter the End Date if specified (if not, then we'd enter the infant's first birth date), select Medical Documentation and type the Physician's Name per our agency's standard.

End

Thank you for reviewing this HuBERT on-demand training module presented by the MN Department of Health WIC Program.