

Sample language for WIC Benefits Grouping (WBG) PA50 screen completion

DIRECTIONS: Review the following sample language/scenarios as to how to ask and explain the purpose of establishing the WIC Benefit Grouping Head of Household. When you complete the PA50 screen during the Enrollment process is your decision.

WIC STAFF: "I need to identify who will be the WIC Benefits head of household for your family or group. This is for WIC only and will help us with coordinating WIC Benefits for your family members on WIC."
(continue with one of the options below)

Further explaining WBG by using one the following options, as applicable:

A. CURRENTLY ON WIC

... "Since you are currently on the WIC program, I will assign you as the WIC Benefits head of household for your family or group. I will add (infant's/child's name(s)) under the same group with you for his/her WIC Benefits. This allows us to know you and your child(ren) are together in the same family or group when we issue your WIC benefits or **food checks** (DO WE WANT TO CALL THEM CHECKS SINCE SOON THEY WON'T BE CHECKS?)."

B. PREVIOUSLY ON WIC

... "Since you have been on WIC in the past and are in the system, I will assign you as the WIC Benefits head of household for your family or group. I will add (infant's/child's name(s)) under the same group with you for his/her WIC Benefits. This allows us to know you and your child(ren) are together in the same family or group when we issue your WIC benefits or food checks."

C. FATHER PRESENT BUT USING MOTHER AS HEAD OF HOUSEHOLD

... "Since you are (infant's/child's name) Father, I typically would assign (infant's/child's name) mother, if she is already in our system, as the WIC Benefits head of household for your family or group because she may be on WIC for herself at some point in time. I will add (infant's/child's name(s)) under her to group the WIC Benefits. This allows us to know who is in the same family or group when we issue WIC benefits or food checks."

D. FATHER AS HEAD OF HOUSEHOLD

****If the Father shares the mother is not involved with the child's care or if the Mother is not in**

Cornerstone system & not present to complete a Cornerstone Consent form, then you could say:

"We will assign you as the WIC Benefits head of household for (infant's/child's name(s)). In order to do so, we need to get your consent to enter your name/information into the computer system (review Cornerstone Consent form, obtain signature, complete minimum fields on Enrollment PA03 screen for a WIC Head of Household only). I will add (infant's/child's name(s)) under you for the WIC Benefits. This allows us to know you and your child(ren) are together in the same family or group when we issue your WIC benefits or food checks."

E. FOSTER PARENT/CARETAKER

... "Since you are (infant's/child's name(s)) Foster parent/Caretaker, I will assign you as the WIC Benefits head of household for (infant's/child's name). In order to do so, we need to get your consent to enter your name/information into the computer system (review Cornerstone Consent form, obtain signature, complete minimum fields on Enrollment PA03 screen for a WIC Head of Household only. Each foster child has a separate WBG under foster parent). I will add (infant's/child's name) under you for the WIC Benefits. This allows us to know you and your child are together in the same family or group when we issue your WIC benefits or food checks."