

IL WIC PM Nutrition Education Section Updates
Frontline SSM Worksheet December 2024

Directions: Review updated IL WIC Policy Nutrition Education section 4.2, and Policy Practice Standard (PPS) WIC Program Explanation (WPE) and Nutrition Standard Practice (NPS) Nutrition Education (Addendum 2, p. 9) to complete this worksheet.

1. In which scenarios would you refer a participant to a CPA/CPAA before issuing benefits:
(use the NPS Nutrition Education as a guide)

	Refer to CPA/CPAA?
Mom has a question about the formula she is feeding her baby	<input type="checkbox"/> Yes <input type="checkbox"/> No
Lost their vendor list	<input type="checkbox"/> Yes <input type="checkbox"/> No
Child is on a Medically Prescribed Formula (MPF)*	<input type="checkbox"/> Yes <input type="checkbox"/> No
Mom wants to change their food package to add more cheese.	<input type="checkbox"/> Yes <input type="checkbox"/> No
Participant needs to reschedule their appointment	<input type="checkbox"/> Yes <input type="checkbox"/> No

**Review the Alert or Food Prescription screen, "Note" field to determine if child is prescribed MPF.*

2. When appropriate per policy, Frontline staff can issue benefits to which categories of participants?
 (circle all that apply)

- a. Pregnant
- b. Breastfeeding
- c. Infant
- d. Child

3. True or False: WIC Program Explanation (WPE) includes offering education to the Head of Household (HOH) on drugs, tobacco, alcohol, and other harmful substances.

4. It is important that all applicants/participants receive an explanation of the purpose of WIC and how the program works. Your agency should have a plan for which staff covers each topic to ensure all required components of WPE are covered. For each required topic, write out how you would communicate the information in a participant-centered way. Indicate N/A if it is not your role to cover that topic.

The Purpose	<input type="checkbox"/> N/A	
The Nutrition Assessment	<input type="checkbox"/> N/A	
The Relationship	<input type="checkbox"/> N/A	
WIC Food Benefits	<input type="checkbox"/> N/A	
Supplemental Food	<input type="checkbox"/> N/A	
Certification Period	<input type="checkbox"/> N/A	

5. True or False: When proof of completion for WIChealth is received, follow up is not necessary and WIC staff should proceed with issuing benefits.

IL WIC PM Nutrition Education Section Updates
CPA/CPAA SSM Worksheet December 2024

Directions: Review the full updated IL WIC Policy Nutrition Education chapter and addenda shared to complete this worksheet.

1. Illinois WIC utilizes the _____ or _____ to provide a participant-centered, health outcome-based approach to the WIC visit.

2. What frequency of counseling and nutrition education training is required for Competent Professional Authority (CPA) and CPA Assistant (CPAA) staff that provide WIC nutrition education (circle all that apply):
 - a. Initial
 - b. On-going
 - c. Every three years
 - d. Every five years

3. What information can you find in the NPS Nutrition Education? (circle all that apply)
 - a. Required nutrition education content
 - b. USDA and Illinois WIC resources
 - c. Key steps to meet secondary education requirements
 - d. How to incorporate exit counseling into secondary education and documentation expectations

4. Based upon the NE 4.1 policy and NPS Counseling Approach, mark (X) for any statements that are key concepts for VENA training: N/A Level 1 CPAA.

	Focus on Deficiencies
	Desired Health Outcomes
	Set the Agenda
	Assess Readiness for Change
	Close Ended Questions
	Conducting Family Assessments

	Collect Relevant Information
	Affirm Weaknesses
	Asking Permission
	Summarize the Assessment
	Provide Education on all Risk Factors
	Guided Goal Setting

5. True or False: WIC Program Explanation (WPE) includes offering education to the Head of Household (HOH) on drugs, tobacco, alcohol, and other harmful substances.

6. It is important that all applicants/participants receive an explanation of the purpose of WIC and how the program works. Your agency should have a plan for which staff covers each topic to ensure all required components of WPE are covered. For each required topic, write out how you would communicate the information in a participant-centered way. Indicate N/A if it is not your role to cover that topic.

The Purpose	<input type="checkbox"/> N/A	
The Nutrition Assessment	<input type="checkbox"/> N/A	
The Relationship	<input type="checkbox"/> N/A	
WIC Food Benefits	<input type="checkbox"/> N/A	
Supplemental Food	<input type="checkbox"/> N/A	
Certification Period	<input type="checkbox"/> N/A	

7. True or False: Local agency staff must monitor missed nutrition education appointments to further education efforts.
8. What should be discussed with participants before issuing consecutive months of food benefits for missed appointments? (circle all that apply):
- a. Reminder of the program expectation to keep WIC appointments
 - b. Reminder that if they miss their next appointment they are terminated from the program
 - c. Offer telephone education
 - d. Review food package usage
9. Following completion of secondary education, WIC staff must follow up with participant before issuing benefits to confirm: (select all that apply)
- a. Completion of required education
 - b. Understanding of nutrition education provided
 - c. If there are any questions for the CPA/CPAA
 - d. If any changes are needed to their food package
10. True or False: When proof of completion for WIChealth is received, follow up is not necessary and WIC staff should proceed with issuing benefits.
11. True or False: Exit counseling may not be used in place of individual counseling at the certification visit.
12. CPA/CPAA should use the past assessment information to prioritize and individualize the nutrition education visit. In many cases, follow up will include checking on (circle all that apply):
- a. The status of a nutrition or health related condition
 - b. Prior referral
 - d. Progress toward goals
 - c. Eligibility for WIC
13. True or False: The Department must provide approval prior to the use of outside agencies or non-WIC staff for providing nutrition education.
14. Secondary education contacts must be: (circle all that apply)
- a. Appealing
 - b. Creative
 - c. Relevant
 - d. Interactive

15. Mark (X) for any statements that is required education (depending on participant category):

	Education on safe food preparation, storage techniques, and feeding practices when issuing fresh fruits and vegetables to infants		Family planning (plans for contraception use)
	Stress the relationship between proper nutrition, physical activity, and health with special emphasis on the nutritional needs of pregnant, postpartum, and breastfeeding women, infants, and children under five years of age		Raise awareness about the dangers of using drugs, tobacco, alcohol, and other harmful substances or substance misuse.
	Safe sleep		The need for a well-balanced diet
	Nutritious foods and low-cost recipes that maximize the specific components of the WIC food package		Staying current on immunizations for parent and child(ren)

16. Name three requirements for nutrition and breastfeeding education (p.1 NPS Nutrition Education):

1.
2.
3.

17. The addendum WIC Talk Template is helpful with which type(s) of nutrition education? (circle all that apply)

- a. Individual
- b. WIChealth
- c. Group
- d. Self-Study Modules