

WASHINGTON STATE WIC POLICY AND PROCEDURE MANUAL



Washington State WIC
Nutrition Program

VOLUME 1, CHAPTER 24

WIC Prescriptions

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TABLE OF CONTENTS

Section 1 - Providing Prescribed WIC Formulas and Foods.....1

- Providing Alternate Formulas to Infants.....1
- General Requirements for Providing Prescribed WIC Formulas and Foods3
- Providing Prescribed WIC Formulas and Foods to Infants9
- Providing Prescribed WIC Formulas and Foods to Women and Children13
- Deferral to the WIC Registered Dietitian for WIC Foods16
- Grace Periods for Prescribed Formulas18
- Changing Prescribed Formulas and Foods When a WIC Medical Documentation Form is in Effect20
- Expired and Discontinued Prescriptions21
- Transfer Clients Needing Prescribed WIC Formulas and Foods22

Section 2 - Providing Medical Foods and/or Medical Formulas25

- Informing Clients about the Process to Receive Formulas and/or Nutrition Products from Medicaid, TRICARE, Private Health Insurance and Other Providers25
- Completing the WIC/Medicaid Nutrition Form27
- WIC Benefits Provided to WIC Clients Receiving Formulas and/or Nutrition Products from Medicaid, TRICARE, Private Health Insurance or Other Providers29
- Providing Medical Foods and Medical Formulas through WIC.....30

Section 3 - Appendix.....37

- WIC Clinic Response to Formula Requests (flow chart).....42

DRAFT

CHAPTER 24 WIC PRESCRIPTIONS

Section 1 Providing Prescribed WIC Formulas and Foods

POLICY: Providing Alternate Formulas to Infants

Alternate WIC Formulas:

- Don't meet WIC's definition of a "Standard Formula" because they contain 19 calories per ounce.
- Require an Infant WIC Medical Documentation Form signed by a medical provider with prescriptive authority. See "[General Requirements for Providing Prescribed WIC Formulas and Foods](#)" in this chapter for a list of medical providers with prescriptive authority.
- May be provided on a grace period when:
 - Caregivers request an alternate formula and there's not a WIC Medical Documentation Form in effect.
 - The Medical Documentation Form is incomplete, or filled out incorrectly.

Note: When providing a grace period for formula, no foods are provided. There isn't a grace period for foods.

- Don't require a qualifying medical diagnosis when prescribed for infants but require medical provider oversight.
- Can be prescribed by the medical provider when infants don't tolerate WIC standard formulas. No formula challenge is required.
- Are provided until the infant's first birthday, unless otherwise indicated on the WIC Medical Documentation Form.

Note: When giving a grace period for formula for infants 6 months of age and older, provide formula at the amount in the 4 -5 month food package.

PROCEDURE:

Staff:

- A. Have a conversation with the caregiver about the infant's nutrition and assess the need for an alternate formula before providing a WIC Medical Documentation Form.
- B. Review the signed WIC Medical Documentation Form. If the form is incomplete or isn't filled out correctly, staff provide a grace period for formula. See "[Grace Periods for Formulas](#)" in this chapter.
- C. Complete a Breastfeeding Review and assess the amount of formula needed to support continued breastfeeding when infants are partially breastfeeding, unless the medical provider prescribes the ounces per day. See [Volume 1, Chapter 15 – Breastfeeding](#).

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

- D. Staff assign infant fruits, vegetables and cereal unless the medical provider indicates they aren't allowed.
- If any infant foods are marked as not allowed the provider must mark a qualifying medical diagnosis and complete the entire form. See "[Providing Prescribed WIC Formulas and Foods to Infants](#)" for details about assigning infant foods.
- E. Enter the information from the completed WIC Medical Documentation Form for Infants in the Record Prescription window. See "[General Requirements for Providing Prescribed WIC Formulas and Foods](#)" for details on entering prescriptions.
- In the diagnosis field drop down, choose "Other Medical Diagnosis".
- F. Assign a food package based on the prescription and according to the age of the infant.
- G. Don't assign infant foods when allowing a grace period for formula.
- H. Keep WIC Medical Documentation Forms on file for 4 years and onsite and readily available to staff until they expire.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

POLICY: General Requirements for Providing Prescribed WIC Formulas and Foods

1. The Competent Professional Authority (CPA) must assess a WIC client's nutritional needs and determine an appropriate WIC food package. See [Volume 1, Chapter 23 – WIC Foods](#) for more information.
2. Staff must assess the likelihood of a qualifying medical diagnosis before providing the WIC Medical Documentation Form to clients or caregivers. This assessment also allows a review of the time, effort, and cost (to the client or caregiver and the medical provider) if there isn't a qualifying medical diagnosis.
 - Premature birth \leq 37 weeks gestation (for infants and children less than 2 years)
 - Low birth weight \leq 5 lbs. 8 oz. (for infants and children less than 2 years)
 - Failure to thrive
 - Abnormal weight loss/underweight (for children)
 - Underweight or low weight gain in current pregnancy (for pregnant women)
 - Current BMI $<$ 18.5 (breastfeeding and postpartum)
 - Gastrointestinal disorders/malabsorption syndromes
 - Immune system disorders
 - Severe food allergies (The medical provider must explain in notes)
 - Milk protein allergy (for children and women)
 - Lactose intolerance (for children and women)
 - Metabolic disorders/inborn errors of metabolism
 - Other diagnosis or medical condition that impacts nutritional status (The medical provider must explain in notes)

Note: Symptoms aren't acceptable as qualifying medical diagnoses for WIC. Symptoms include colic, constipation, vomiting, spitting up, rash, fussiness, picky eating, or food or formula refusal.
3. Requests for WIC formulas and foods requiring a prescription must be submitted on a WIC Medical Documentation Form.
 - There are separate WIC Medical Documentation Forms for Infants (Birth to 12 months), Children 1-5 years, and Women.
 - Staff may print these forms from the Washington State WIC Nutrition Program website at: <http://www.doh.wa.gov/wicformula>.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

4. WIC Medical Documentation Forms must be signed by medical providers with prescriptive authority. In WIC, the most common prescriptive authorities include physicians, physician assistants, naturopaths, and advanced registered nurse practitioners (ARNPs).
 - Electronic, faxed, or original forms are acceptable with the provider's stamp or signature.
 - Staff can't accept prescriptions written on a physician's prescription pad.
5. A medical provider must complete a WIC Medical Documentation Form each time:
 - There's a new request for a prescribed WIC formula and/or food based on medical need.
 - A WIC Medical Documentation Form expires and there's still a medical need to continue the formula and/or foods.
 - An infant with a current prescription reaches the first birthday and there's still a medical need for the formula and/or foods.
 - A woman's category changes (to pregnant, breastfeeding or postpartum) and there's still a medical need for the formula and/or foods.
6. When a client or caregiver requests a prescribed formula, or when the WIC Medical Documentation Form is incomplete or isn't filled out correctly, staff can provide a grace period for formula. See "[Grace Periods for Prescribed Formulas](#)" in this chapter.
 - When there's a client or caregiver request, there isn't a grace period for PediaSure for infants, women and children.
 - There isn't a grace period for WIC foods.

Note: When a Medical Documentation Form is in effect, staff can't make changes to prescribed formulas or foods. See "[Changing Prescribed Formulas or Foods When a WIC Medical Documentation Form is in Effect](#)" in this chapter.
7. Asses the amount of formula required to meet the client's nutritional needs, unless the ounces per day is prescribed by the medical provider.
 - For fully formula feeding infants, provide the maximum amount of formula.
 - For partially breastfeeding infants, assess the amount of formula the infant needs during the Breastfeeding Review and issue the least amount of

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

formula to support continued breastfeeding. See [Volume 1, Chapter 15 – Breastfeeding](#).

- For women and children receiving formula (including PediaSure) and a WIC food package, evaluate the amount of milk, formula, and foods needed.

Note: When the medical provider specifies ounces per day, convert the number of ounces to the total number of cans of the formula WIC provides, up to the maximum. See Appendix for detailed instructions.

8. The medical provider or the WIC RD (if the medical provider defers to the WIC RD) must approve any changes to prescribed foods before changes are made to the food package. See the “[Deferral to the WIC Registered Dietitian for WIC Foods](#)” policy in this chapter.
9. Caregivers or clients may complete the release of information section of the WIC Medical Documentation Form (Box 6) allowing WIC staff to contact the medical provider with questions. Signing this form is optional.
10. Keep WIC Medical Documentation Forms on file for 4 years, and on-site, readily available to WIC staff until the prescriptions expire.

Notes:

- Staff must assign a nutrition risk factor in Client Services based on the qualifying medical diagnosis on the WIC Medical Documentation Form.
- In Procedure below, we’ve used the term “staff”. However, only the CPA can assess a client’s nutritional needs and assign the food package. When the medical provider checks “Allow up to the maximum amount”, WIC staff and the client or caregiver will determine the amount. The CPA must discuss the client’s needs with the caregiver to determine the amount of formula needed, particularly if a full food package is also given.
- See Chapter [Volume 1, Chapter 23 – WIC Foods](#) for more information.

PROCEDURE:

Staff:

- A. Have a conversation with the client or caregiver about the likelihood of a qualifying medical diagnosis before providing a WIC Medical Documentation Form.
- B. Provide the WIC Medical Documentation Form and refer to the medical provider if it’s likely the client has a qualifying medical diagnosis.

CHAPTER 24 WIC PRESCRIPTIONS

Section 1 Providing Prescribed WIC Formulas and Foods

Best Practice: Fill in the clinic's contact information on the bottom of the form.

- C. Review the returned WIC Medical Documentation Form to assure it's complete and correct.
- D. Have a conversation with the client or caregiver about the amount of formula the client needs unless the medical provider prescribed the ounces per day.
- E. Have a conversation with the client or caregiver about the client's nutrition needs and what WIC foods to provide.
- F. Staff have the option to contact the client's medical provider when:
- Information on the WIC Medical Documentation Form is missing, or needs correction or clarification.
- Note:** If follow-up doesn't happen or is unsuccessful, staff provide a grace period for formula when there's not a Medical Documentation Form in effect. See "[Grace Periods for Prescribed Formulas](#)" in this chapter.
- G. Determine if a signed release of information is needed before contacting the medical provider:
- If staff are only asking for clarification and don't share any client information gathered at WIC, staff don't need a release.
 - If staff share any client information with the medical provider, they must have a release on file.
- Note:** Staff have the option to ask clients to complete Box 6. Release of information on the Medical Documentation Form, or use their agency's release form. Completing either form is optional for client or caregivers.
- H. Can accept written or verbal clarification from a medical provider when more information is needed about an existing WIC Medical Documentation Form.
- I. Document any contact made with the client's medical provider in Client Services:
- Name of person contacted at the medical provider's office.
 - Any important information about a prescription or the diagnosis or medical condition (for example follow-up plans, special feeding instructions, corrections to make on the WIC Medical Documentation Form).
 - Date of the contact.

CHAPTER 24 WIC PRESCRIPTIONS

Section 1 Providing Prescribed WIC Formulas and Foods

- Name or initials of staff who contacted the medical provider.

Note: If the medical provider isn't available, WIC staff may ask the medical provider's staff to consult with the medical provider. The medical provider's staff can relay messages back to WIC staff.

J. Record the prescription in the Record Prescription window:

- Click the "Yes" radio button when a completed WIC Medical Documentation Form is on file.
- Click "No" when giving a grace period.
- Enter the start date as the date the medical provider signed the WIC Medical Documentation Form.

Note: Client Services will auto-fill with the current date. Staff must manually change the date unless the prescription was written on the same day.

- Enter the number of months the provider indicated on the form.
Note: The end date will autofill.
- In the Notes field, type in the date the prescription is entered.
- Select the qualifying medical diagnosis from the drop down box.
- Enter the medical provider's name and telephone number.
- Enter the prescribed WIC formulas and/or foods and the amounts of each.

K. Assign a Nutrition Risk Factor in the client's record in Client Services based on the qualifying medical diagnosis listed on the WIC Medical Documentation Form.

L. The CPA assigns a food package based on the prescription.

- When the medical provider defers the responsibility of prescribing WIC foods to the WIC RD, see "[Deferral to the WIC Registered Dietitian for WIC Foods](#)" in this chapter.

M. Issue checks for prescribed WIC formula and/or foods according to the prescription.

- Issue checks for prescribed formulas on a grace period when there's not a completed WIC Medical Documentation Form. See the "[Grace Periods for Prescribed Formulas](#)" in this chapter.

N. Keep active WIC Medical Documentation Forms on file in a location readily available to staff until they expire. All forms must be kept on file for 4 years.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

Information:

WIC federal regulations don't allow staff to provide prescribed WIC formulas and foods as a consideration to meet a client's cultural or personal preferences.

See "[Providing Medical Foods and Medical Formulas through WIC](#)" in this chapter when clients need medical foods or formulas that aren't available from WIC.

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CHAPTER 24 WIC PRESCRIPTIONS

Section 1

Providing Prescribed WIC Formulas and Foods

POLICY: Providing Prescribed WIC Formulas and Foods to Infants

- When caregivers request a prescribed WIC formula for their infants, staff must assess the likelihood of a qualifying medical diagnosis. See [“General Requirements for Providing Prescribed WIC Formulas and Foods”](#) in this chapter.

Note: A qualifying medical diagnosis isn’t required for alternate formulas. See [“Providing Alternate Formulas to Infants”](#) in this chapter.

- Staff receive a completed WIC Medical Documentation Form for Infants before issuing a prescribed WIC formula, or may offer a grace period. See [“Grace Periods for Prescribed Formulas”](#) in this chapter.
- When there’s a WIC Medical Documentation Form in effect, staff can’t provide a grace period for another formula. See [“Changing Prescribed Formulas and Foods when a WIC Medical Documentation Form is in Effect”](#) in this chapter.
- Staff must contact state office staff for approval when a medical provider prescribes PediaSure to an infant.

Note: There isn’t a grace period for PediaSure for infants.

- Staff assign the prescribed formula. See [“General Requirements for Providing Prescribed WIC Formulas and Foods”](#) in this chapter.
- Staff assign infant foods unless the medical provider indicates they aren’t allowed.
 - Infant fruits and vegetables, and infant cereal are only available to infants after 6 months of age.
 - Staff can only issue more formula in lieu of infant foods (the amount in the 4-5 month food package) when medical providers indicate “formula only” and mark a qualifying medical diagnosis. See [Maximum Amounts of WIC Formulas and/or Foods per Month for the Fully Formula Fed Infant](#) in this chapter.

Note: Infants foods aren’t allowed on a grace period. When providing a grace period for formula for infants 6 months of age and older, issue the amount of formula in the 4 -5 month food package. See [“Grace Periods for Prescribed Formulas”](#) in this chapter.

CHAPTER 24 WIC PRESCRIPTIONS

Section 1 Providing Prescribed WIC Formulas and Foods

PROCEDURE:

Staff:

A. Follow the policies and procedures in [“General Requirements for Providing Prescribed WIC Formulas and Foods”](#) in addition to the steps below.

B. Have a conversation with the caregiver about the likelihood of a qualifying medical diagnosis before providing a WIC Medical Documentation Form. See [“General Requirements for Providing Prescribed WIC Formulas and Foods”](#) in this chapter.

Note: A qualifying medical diagnosis isn't required for alternate formulas. See [“Providing Alternate Formulas to Infants”](#) in this chapter.

C. Complete a Breastfeeding Review and assess the amount of formula needed to support continued breastfeeding when infants are partially breastfeeding, unless the medical provider prescribes the ounces per day. See [Volume 1, Chapter 15 – Breastfeeding](#).

D. Explain to the caregiver infant foods are available in the month the infant turns 6 months of age unless the medical provider indicates they aren't allowed.

Best Practice: Before the infant turns 6 months of age, discuss with the caregiver that the medical need for infant foods may change over time.

- If a change is needed, remind the caregiver to discuss this with the infant's medical provider or the WIC Registered Dietitian (WIC RD).

E. Don't issue checks for infant foods when the WIC Medical Documentation Form indicates the infant should receive formula only. WIC provides the amount of formula in the 4-5 month food package with a qualifying medical diagnosis.

Note: For infants prescribed a standard formula (Similac Advance, 20 kcal/oz. or Gerber Good Start Soy) the medical provider must mark a qualifying medical diagnosis and indicate the infant should receive formula only.

F. Refer to [“Deferral to the WIC Registered Dietitian for WIC Foods”](#) and follow these steps when the medical provider defers prescribing infant foods to the WIC RD:

- Schedule an RD appointment with the caregiver before the infant turns 6 months old to assess readiness for infant foods and determine the appropriate food package.
- If the WIC RD isn't available by the time the infant turns 6 months, issue formula at the 4-5 month level and no infant foods.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

- Issue monthly checks for formula until the issue is resolved.
- G. Discuss child food package options with the caregiver before the first birthday. The Infant WIC Medical Documentation Form expires on the day before the first birthday.
- A new WIC Medical Documentation Form for Children is required on and after the day of the child's first birthday.
- Best Practice:** Give the caregiver a child's WIC Medical Documentation Form to take to the medical provider before the infant's first birthday.
- Wait until the infant's first birthday before entering a child's prescription into the Record Prescription window.
- H. Accept Medical Documentation Forms when medical providers request ready-to-feed (RTF) formulas if it improves the infant's ability to tolerate the formula due to the medical diagnosis
- When ready-to-feed formula is medically necessary, the medical provider should explain why in the Notes section on the WIC Medical Documentation Form.
 - Staff enters the reason for RTF formula in the Record Prescription window in Client Services. (See the "Ready-to-Feed Infant Formula" policy in [Volume 1, Chapter 23 – WIC Foods](#)).
- I. Enter the prescription information in the Record Prescription window.
- J. Contact state WIC staff for approval for PediaSure when a medical provider prescribes it before an infant's first birthday.
- PediaSure can only be prescribed for 6 months at a time.
- Note:** PediaSure isn't recommended for children under one year of age without medical oversight. PediaSure is a high calorie, high protein, liquid formula for children over 1 year of age and weighing over 22 pounds (or 10 kg). The protein and renal solute load is high for children below this weight. PediaSure is most often prescribed for children who are underweight, have a decreased food intake, or who are diagnosed with failure to thrive.
- K. Issue checks as prescribed and allowed according to the age of the infant.

CHAPTER 24 WIC PRESCRIPTIONS

Section 1

Providing Prescribed WIC Formulas and Foods

**Maximum Amounts of WIC Formulas and/or Foods per Month
for the Fully Formula Fed Infant**

Infant Age	0-3 months	4-5 months	6-12 months	6-12 months when infant foods aren't allowed*
Prescribed WIC Formula				
Powder (reconstituted)	Up to 870 fl. oz.	Up to 960 fl. oz.	Up to 696 fl. oz.	Up to 960 fl. oz.
Concentrate (reconstituted)	Up to 823 fl. oz.	Up to 896 fl. oz.	Up to 630 fl. oz.	Up to 896 fl. oz.
Ready to Feed	Up to 832 fl. oz.	Up to 913 fl. oz.	Up to 643 fl. oz.	Up to 913 fl. oz.
Prescribed WIC Foods				
Infant cereal	None	None	24 oz.	None. Infant foods aren't allowed because of the diagnosis.
Infant fruits and vegetables	None	None	128 oz.	None. Infant foods aren't allowed because of the diagnosis.

* This column shows the additional amount of formula provided by WIC when infants don't receive foods because of the diagnosis marked on the WIC Medical Documentation Form.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

POLICY: Providing Prescribed WIC Formulas and Foods to Women and Children

- Staff must assess the likelihood of a qualifying medical diagnosis with the client or caregiver before giving a WIC Medical Documentation Form. See “[General Requirements for Providing Prescribed WIC Formulas and Foods](#)” in this chapter.
- Staff may provide a grace period for formula when:
 - There’s not a Medical Documentation Form already in effect.
 - There’s a request for a formula by a client or caregiver and it’s likely there’s qualifying medical diagnosis.
 - Medical Documentation Forms are incomplete, or filled out incorrectly.
- There’s no grace period for:
 - WIC foods.
 - PediaSure.
- Staff receive a completed WIC Medical Documentation Form for Women or Children 1 - 5 years signed by a medical provider before issuing WIC formulas or foods.
- All supplemental foods are provided unless marked as not allowed.
- When medically necessary, these foods must be prescribed by the medical provider unless there’s a deferral to the WIC RD:
 1. Infant cereal.
 2. Infant fruit and vegetables.
 3. 2% or whole milk for children 2 to 5 years, and women.
 4. 2% milk for children less than 23 months of age.

Notes:

- The WIC RD may provide 2% milk for a child 1 – 2 years of age without a Medical Documentation Form when there’s a concern about overweight or obesity. See [Volume 1, Chapter 23 – WIC Foods](#) for more information.
- WIC provides whole milk to children under 24 months of age, and 1% or non-fat milk to children 2 years old and older, and women. The medical provider can’t prescribe 1% or nonfat milk for children 1 – 2 years of age.

CHAPTER 24 WIC PRESCRIPTIONS

Section 1 Providing Prescribed WIC Formulas and Foods

- Women and children can receive lactose free milk, soy beverage, and tofu without a prescription. Staff must choose these foods in the Assigned Foods tab.

PROCEDURE:

Staff:

- A. Follow the policies and procedures in “[General Requirements for Providing Prescribed WIC Formulas and Foods](#)” in addition to the procedures below.
- B. Have a conversation with the client or caregiver about the likelihood of a qualifying medical diagnosis before providing a WIC Medical Documentation Form. See “[General Requirements for Providing Prescribed WIC Formulas and Foods](#)” in this chapter.
- C. Refer to the WIC RD when the medical provider defers prescribing foods. See “[Deferral to the WIC Registered Dietitian for WIC Foods](#)” in this chapter.
- D. Review the formula and foods prescribed by the medical provider with the client or caregiver.
 1. Provide all WIC supplemental foods unless marked as not allowed.
 2. Have a conversation with the client or caregiver and assess the food package for the amount of milk, formula (including PediaSure) and foods needed.
 3. Women and children diagnosed with a severe food allergy (including milk protein allergies) can’t receive any food that causes an allergic reaction.
 - If allergenic foods aren’t marked as not allowed, contact the medical provider for clarification.
 4. Unless deferring to the WIC RD, the medical provider must mark the following foods for women and children when medically necessary:
 - a. Infant cereal.
 - 32 ounces of infant cereal in lieu of 36 ounces of breakfast cereal.
 - Staff can’t provide a mix of breakfast cereal and infant cereal.
 - b. Infant fruit and vegetables in lieu of the cash value fresh fruit and vegetable voucher.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

- 32 - 4 ounce containers of pureed infant fruit and vegetables replace the cash value fruit and vegetable voucher.
- c. 2% milk for children under 23 months of age.
- Checks will print “2%, 1% or nonfat milk” regardless of which type of milk is selected.
- Note:** Staff must counsel the client or caregiver to purchase the prescribed milk type.
- Staff can’t accept a prescription for 1% or nonfat milk for children under 23 months of age.
- d. 2% or whole milk for children 2 to 5 years old.
- Checks will print either “2% milk” or “whole milk” based on which type of milk is selected.
- E. Don’t provide any foods (including milk) when giving a grace period for formula. See [“Grace Periods for Prescribed Formulas”](#) in this chapter.
- F. Don’t allow a grace period when there’s a Medical Documentation Form already in effect.
- G. Enter the prescription information in the Record Prescription window. See [“General Requirements for Providing Prescribed WIC Formulas and Foods”](#) in this chapter.
- H. Issue checks as prescribed.

Information:

PediaSure can only be prescribed for 6 months at a time for children.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

POLICY: Deferral to the WIC Registered Dietitian for WIC Foods

- The medical provider may defer the responsibility of prescribing WIC foods and the amounts of food to the WIC Registered Dietitian (WIC RD).
- WIC federal regulations don't allow the medical provider to defer prescribing formula to the WIC RD.
- WIC regulations only allow this deferral for a WIC RD working in the WIC Nutrition Program and not to Registered Dietitians outside of WIC.

PROCEDURE:

When the medical provider defers the responsibility of prescribing WIC foods to the WIC RD, the WIC RD:

- A. Talks with the caregiver or client to determine which foods are appropriate based on the client's medical diagnosis or medical condition.
- B. Makes the appropriate changes to the prescribed WIC foods and the amounts during the time specified on the prescription.
- C. Can't prescribe foods causing allergic reactions without the approval of the medical provider.
- D. Contact the medical provider if the medical provider didn't allow foods and the RD thinks they are medically appropriate.
- E. Documents in Client Services the authorization for the deferral, including:
 - There was a deferral to the RD.
 - The name of the RD.
 - The date the RD entered the note, if the note was entered at a later date.

Example: "Foods deferred to Mary Smith, RD, 10-31-16."

- F. Can allow another WIC staff to enter the prescription. The WIC staff enters prescription and the information below in Client Services.
 - The name of the WIC RD giving permission.
 - The name of the person entering the note.
 - The date the note is entered.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

Example: An example when the WIC RD gives permission to another staff to enter the note is: “Foods deferred to Mary Smith, RD. Mary Smith gave permission to Sara Jones to enter note. 10-31-16.”

G. When the WIC RD isn't available to speak with the caregiver or client, staff can't issue WIC foods.

- Staff only issues checks for the formula prescribed by the medical provider.

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CHAPTER 24 WIC PRESCRIPTIONS

Section 1 Providing Prescribed WIC Formulas and Foods

POLICY: Grace Periods for Prescribed Formulas

Staff must assess the likelihood of a qualifying medical diagnosis with the client or caregiver before providing a grace period for prescribed formulas. See “[General Requirements for Providing Prescribed WIC Formulas and Foods](#)” in this chapter.

Staff may provide a grace period for prescribed formulas when:

- Medical Documentation Forms are incomplete, or filled out incorrectly.
 - A client or caregiver requests a prescribed formula and it’s likely there’s a qualifying medical diagnosis.
- OR
- A caregiver requests an alternate formula for an infant and staff complete an assessment.

Grace periods aren’t allowed:

- When there’s a current WIC Medical Documentation Form in effect. See “[Changing Prescribed Formulas and Foods When a WIC Medical Documentation Form is in Effect](#)” policy in this chapter.
- When a grace period was already provided for the same prescribed formula.
- For foods when giving a grace period for formula. In this case, no foods are provided.
- For PediaSure.

Note: See policy “[Transfer Clients Who Need Prescribed WIC Formulas and Foods](#)” in this chapter for the only exception allowing a grace period for foods.

PROCEDURE:

Staff:

- A. Have a conversation with the client or caregiver about the likelihood of a qualifying medical diagnosis before providing a grace period for formula, or must do an assessment before providing a grace period for an alternate formula for infants.
- B. Enter the grace period in the Record Prescription window:
 - Click the “No” radio button for documentation on file.
 - Enter “1” for the number of months.
- C. Issue one set of checks for formula.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

- D. Don't issue any foods when allowing a grace period.
- E. Obtain a completed Medical Documentation Form by:
- Giving the client or caregiver a Medical Documentation Form to take to the medical provider.
- OR
- Contacting the medical provider for verbal approval for changes to an existing Medical Documentation Form.

Best Practice: Fill in the clinic's contact information on the bottom of the form.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

POLICY: Changing Prescribed Formulas and Foods When a WIC Medical Documentation Form is in Effect

Formulas and foods prescribed on a WIC Medical Documentation Form must continue until staff receives approval from the medical provider for changes, or the prescription ends.

- Provider approval for changes can be written or verbal.

Note: The only exception is when there's a deferral to the WIC RD for foods. See [“Deferral to the WIC Registered Dietitian for WIC Foods”](#) in this chapter.

PROCEDURE:

Staff:

- A. Explain to the client or caregiver that medical provider approval is required to add, discontinue or change a prescribed formula or food when a Medical Documentation Form is in effect.
- The current prescription must continue until WIC staff receives approval from the medical provider for changes, or the prescription ends.
 - No grace periods are allowed for formulas or foods when a WIC Medical Documentation Form is in effect.
 - Refer to the WIC RD when clients or caregivers request to change their foods and there's a deferral to the RD indicated on the WIC a Medical Documentation Form.
- B. Obtain a completed Medical Documentation Form when changes are needed by:
- Giving the client or caregiver a Medical Documentation Form to take to the medical provider.
- OR
- Contacting the medical provider for verbal approval for changes, or to request a new form.
- C. Document any changes in Client Services after contacting the medical provider. See [“General Requirements for Providing Prescribed WIC Formulas and Foods”](#) in this chapter.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

POLICY: Expired and Discontinued Prescriptions

A new WIC Medical Documentation Form is required when:

- When a current form expires.
- After an infant's first birthday.
- When a woman's category changes (example: from pregnant to breastfeeding, etc.).
- Staff discontinue a prescription in Client Services when the medical provider gives approval.

Staff must reassess the likelihood there's a qualifying medical diagnosis, or reassess an infant's need for an alternate formula, before providing a grace period. See "[General Requirements for Providing Prescribed WIC Formulas and Foods](#)" in this chapter.

Note: There's no grace period for foods.

PROCEDURE:

Staff:

- A. Notify the client or caregiver their current prescription expires before the next appointment.
- B. Have a conversation with the client or caregiver about the likelihood of a qualifying medical diagnosis, or assess the infant's need for an alternate formula.
- C. Provide the appropriate WIC Medical Documentation Form when the client or caregiver requests to have the prescription continued.

Best Practice: Fill in the clinic's contact information on the bottom of the form.

- D. Document the grace period when a grace period is provided. See "[Grace Periods for Prescribed Formulas](#)" in this chapter.
- E. Enter the new prescription when staff receive a WIC Medical Documentation Form. See "[General Requirements for Providing Prescribed WIC Formulas and Foods](#)" in this chapter.
- F. Issue checks to the client or caregiver according to the revised prescription.

CHAPTER 24 WIC PRESCRIPTIONS

Section 1 Providing Prescribed WIC Formulas and Foods

POLICY: Transfer Clients Needing Prescribed WIC Formulas and Foods

In-state clients:

Medical Documentation Forms are required for prescribed formulas and foods when clients transfer from in-state.

When Medical Documentation Forms aren't available clinic staff must allow a grace period for prescribed WIC formulas and/or foods when an existing prescription can be verified in Client Services after the transfer.

Note: Staff can give a grace period for food in this situation because if the client received WIC prescribed foods at a previous in-state WIC clinic, there's a WIC Medical Documentation Form on file there.

Before issuing a second set of checks the next month, staff must confirm the prescription by:

- Contacting the previous WIC clinic and requesting the WIC Medical Documentation Form.
- Contacting the state WIC office when the previous WIC clinic can't be reached.
- Asking the client to get a new WIC Medical Documentation Form from their medical provider.

Out-of-state clients:

Medical Documentation Forms are required for prescribed formulas and foods when clients transfer from out-of-state.

If prescription information isn't available and staff can't contact the previous clinic, clinic staff must provide a grace period for prescribed WIC formulas.

Staff can't give a grace period for foods. Refer to the "[Grace Periods for Prescribed Formulas](#)" policy in this chapter.

All transferring clients:

Before issuing a second set of checks the next month, staff must confirm the prescription by:

- Contacting the previous WIC clinic for written confirmation of the prescription.
- Asking the client get a new WIC Medical Documentation Form from their medical provider.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

PROCEDURE:

Staff:

- A. Follow WIC policies and procedures for transfer clients. See [Volume 1, Chapter 21 - Transfers](#).
- B. Assess the client's prescription for all the required information, if available. See "[General Requirements for Providing Prescribed WIC Formulas and Foods](#)" policy in this chapter.
- C. Obtain missing information by:
 1. Contacting the client's previous WIC clinic.
 2. Contacting CIMS support at the state WIC office if staff are unable to get the missing information from the previous in-state WIC clinic.
 3. When staff are unable to obtain the missing prescription information from the client's previous out-of-state WIC clinic refer the client or caregiver to the medical provider to complete a WIC Medical Documentation Form.
- D. Accept a completed WIC Medical Documentation Form from the previous WIC clinic or a new form from the medical provider. See "[General Requirements for Providing Prescribed WIC Formulas and Foods](#)" in this chapter.
- E. Document the required information in the Record Prescription tab of Client Services, including:
 1. Name of person contacted at the previous WIC clinic.
 2. Any relevant information about the prescription.
 3. Date of the call or contact.
 4. Name or initials of WIC staff who made the contact.
- F. Provide a grace period for prescribed WIC formulas if any of the required prescription confirmation isn't available for out-of-state clients.
- G. Provide a grace period for prescribed foods only when staff see foods on the Assigned Foods tab in Client Services for in-state transfer clients.

CHAPTER 24 WIC PRESCRIPTIONS**Section 1 Providing Prescribed WIC Formulas and Foods**

- H. Issue checks as appropriate. Staff issue checks for the prescribed WIC formula and/or foods for the number of months remaining in the prescription time period after receiving and documenting the appropriate information as listed above.

Note: Staff can only provide prescribed WIC formulas and foods in subsequent months after receiving and documenting required prescription information.

Best Practice: When clients say they're transferring to another WIC clinic, give the client a copy of their Medical Documentation Form. This allows the next clinic to provide the prescribed formula and/or foods without disruption. WIC agencies must keep active WIC Medical Documentation Forms on file in a location readily available to staff until they expire.

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CHAPTER 24 WIC PRESCRIPTIONSSection 2 Providing Medical Foods and/or Medical Formulas

POLICY: Informing Clients about the Process to Receive Formulas and/or Nutrition Products from Medicaid, TRICARE, Private Health Insurance and Other Providers

Staff must inform clients about the process of requesting formulas and/or nutrition products from Medicaid, TRICARE (military health insurance provider), the client's health insurance provider or other providers when:

1. The client is not WIC eligible.
Or
2. The medical provider prescribes a formula and/or nutrition product the Washington State WIC Nutrition Program does not provide.
Or
3. The medical provider prescribes additional formula and/or nutrition product above WIC's maximum amount.

PROCEDURE:

Staff:

- A. Inform the client what steps to take to request formulas and/or nutrition products from Medicaid.

Note: Staff can use the "[Process to Request Formula from Medicaid](#)" document and the "[WIC Clinic Response to Formula Requests](#)" flow chart to help explain the process. Staff can copy these documents from the Appendix of this chapter or print them from the Washington State WIC Nutrition Program web site: <http://www.doh.wa.gov/wicformula>

1. If the client is eligible to receive a formula and/or nutrition product from Medicaid, and also has private health insurance which would cover the formula and/or nutrition product, Medicaid would require the private health insurance provider to supply it.

Note: If the client's private health insurance doesn't provide the formula and/or nutrition product, then Medicaid may provide it. Medicaid requires a statement from the private health insurance provider stating they won't provide the formula and/or nutrition product to the client.

- B. Inform clients they can receive WIC foods at the same time they receive a formula and/or nutrition product from Medicaid. Medicaid only allows a WIC client to receive formula from Medicaid and WIC at the same time when the client needs more than the maximum amount provided by WIC. Refer to the "[WIC Benefits Provided to WIC Clients](#)"

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

[Receiving Formulas and/or Nutrition Products from Medicaid, TRICARE, Private Health Insurance or Other Providers](#)” policy in this chapter.

- C. Clients who have military health insurance (TRICARE) must first go to TRICARE before going to Medicaid to request:
1. A formula that the WIC Program doesn’t provide, or
 2. Additional formula above WIC’s maximum amount.

Notes:

- TRICARE should pay for formulas and/or nutrition products if they are on their formulary list and if the ordering physician gives medical justification. These specialty formulas are listed at the following web addresses:
<http://www.dmepdac.com/dmecsapp/do/search>.
- Refer to the specific information pertaining to the benefits provided by TRICARE in the Information section of this chapter.

Information:

TRICARE is health care program for active duty service members and retirees of the seven uniformed services, their family members, survivors, and others who are registered in the Defense Enrollment Eligibility Reporting System (DEERS).

TRICARE benefits information is available at: <http://manuals.tricare.osd.mil/> and details about nutrition therapy at: [TRICARE Policy Manual 6010.57-M, February, 2008, Chapter 8, Section 7.1, Nutritional Therapy](#).

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

POLICY: Completing the WIC/Medicaid Nutrition Form

Staff must complete the [WIC/Medicaid Nutrition Form](#) (or another form of written documentation) when formulas and/or nutrition products are needed from Medicaid.

Staff must complete the form when clients or caregivers, non-WIC families, hospitals, enteral care providers, or durable medical equipment providers request the form.

Note: Any staff (e.g., clerk, certifier, nutritionist, coordinator) can complete the WIC/Medicaid Nutrition Form required by Medicaid.

PROCEDURE:

Staff:

A. Complete the [WIC/Medicaid Nutrition Form](#) with the following information:

Note: The WIC/Medicaid Nutrition Form can be printed from the Washington State WIC Nutrition Program web site: <http://www.doh.wa.gov/wicformula>

1. Client's and/or caregiver's name (if client is an infant or child).
2. The clinic's contact information including name of clinic, address and phone.
3. Signature of WIC staff person completing the form.
4. Documentation of one the following three criteria:
 - a. The client isn't eligible for the Washington State WIC Nutrition Program (WIC Program).
 - b. The client needs a formula and/or nutrition product (enteral nutrition products) not approved by the WIC Program.

Note: If the requested formula is a WIC formula the client or caregiver is required to apply for WIC benefits.

- c. The client is eligible for the WIC Program and the formula and/or nutrition product is WIC approved, but the client needs more than the amount WIC allows. When this applies, document:
 - 1) The name of the formula and/or nutrition product prescribed.
 - 2) Number of cans requested.
 - 3) Maximum number of can allowed by WIC.

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

4) Number of cans requested that WIC can't provide.

Note: Staff can only provide up to the maximum amount of WIC formula that the WIC Program allows. Medicaid only provides the amount of formula and/or nutrition product in excess to what the WIC Program allows.

B. Give the original copy of the [WIC/Medicaid Nutrition Form](#) to the client or caregiver.

1. If the client or caregiver requests it, staff have the option to mail, fax, or email the WIC/Medicaid Nutrition Form to the client's medical provider, Registered Dietitian, Certified Dietitian, pharmacy or durable medical equipment provider.

Note: For more information regarding this process, refer to the "[Process to Request Formula from Medicaid](#)" document in the Appendix of this chapter.

C. Keep a copy of the completed WIC/Medicaid Nutrition Form in the client's file or the WIC clinic files for 4 years.

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

POLICY: WIC Benefits Provided to WIC Clients Receiving Formulas and/or Nutrition Products from Medicaid, TRICARE, Private Health Insurance or Other Providers

When a WIC eligible client receives a prescribed formula and/or nutrition product from Medicaid, TRICARE, private health insurance, or other providers, staff must encourage the client or caregiver to participate in the WIC Nutrition Program if eligible.

WIC clients who receive prescribed formulas and/or nutrition products from Medicaid, TRICARE, private health insurance, or another provider must be eligible to receive foods in the standard food package as appropriate to the client's category.

PROCEDURE:

Staff:

- A. Inform the client or caregiver that the client is eligible to receive WIC approved foods or formula (as appropriate), a health assessment, nutrition education, breastfeeding support, and referrals to other health and social services even if the client receives a formula and/or nutrition product from Medicaid, TRICARE, or another private health insurance provider.
- B. Document in Client Services the client's status of obtaining a formula and/or nutrition product provided by Medicaid, TRICARE, private health insurance or other providers of formula.
- C. Assign a food package as appropriate to the client's category and nutritional needs.
- D. Issue checks as per WIC policies and procedures.
- E. Refer client to other agencies and organizations to request additional assistance as appropriate and necessary.

CHAPTER 24 WIC PRESCRIPTIONS

Section 2

Providing Medical Foods and/or Medical Formulas

POLICY: Providing Medical Foods and Medical Formulas through WIC

1. When the WIC client's medical provider has:
 - prescribed a formula and/or nutrition product that isn't on the Washington State WIC Approved Formulas list, **and**
 - the client isn't eligible to receive it from Medicaid, TRICARE, or from another health insurance provider, the client may be eligible to receive it from the Washington State WIC Nutrition Program.

This policy applies to all WIC clients, i.e., women, infants, and children.

2. Clinic staff must contact state WIC staff and provide the following information to request medical food and/or medical formula not included in the Washington State WIC Approved Formulas list:
 - a. Written documentation from Medicaid, TRICARE, and/or the client's own health insurance provider explaining the reason(s) why they won't provide the prescribed formula and/or nutrition product.
 - 1) If Medicaid determined that the medical food and/or medical formula wasn't medically necessary and denied it for that reason, state WIC staff must consider Medicaid's evaluation when deciding whether the Washington State WIC Nutrition Program provides the medical food and/or medical formula as prescribed.
 - b. A completed copy of the Medical Foods and Medical Formulas form from a medical provider.

Note: The [Medical Foods and Medical Formulas form](#) can be copied or printed from the Washington State WIC Nutrition Program Web site: <http://www.doh.wa.gov/wicformula>

3. Once state WIC staff determines the client is eligible to receive the medical foods and/or formulas from WIC, state staff arrange for the shipment of the approved medical foods and/or formula to the local WIC clinic where the client gets WIC services.
4. Clinic staff must submit a new Medical Foods and Medical Formulas form to state WIC staff when the previous form expires. State staff must approve the new form in order for the client to continue receiving the medical food and/or formula.
5. In addition to prescribed medical foods and medical formulas, WIC clients are eligible to receive a standard food package (depending on the client's category)

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

when a medical provider has also completed a WIC Medical Documentation Form for the appropriate client category (e.g., infants, children, or women).

- a. Clinic staff must follow the same requirements for providing prescribed foods to a client with a WIC Medical Documentation Form. Refer to the appropriate policies for "[General Requirements for Providing Prescribed WIC Formulas and Foods](#)," "[Deferral to the WIC Registered Dietitian for WIC Foods](#)," and "Providing Prescribed WIC Formulas and Foods" for the client's category (e.g., [infants, children, or women](#)).

Example: A medical provider prescribes Pregestimil for a WIC infant. Pregestimil isn't on the list of Washington State WIC Approved Formulas. If the client isn't able or eligible to receive the formula from Medicaid or from another insurance provider, state WIC staff approves Pregestimil through the medical foods and medical formulas process. If the infant is 6 to 12 months of age, the infant is also entitled to receive appropriate prescribed WIC baby foods if prescribed by the infant's medical provider.

PROCEDURE:

Staff:

- A. Provide the following information to state WIC staff:
 1. Client's name.
 2. Client's date of birth.
 3. Caregiver's name, if client is an infant or child.
 4. Client or caregiver's phone number.
 5. Name and phone number of local WIC clinic staff making the request.
 6. Name and phone number of Registered Dietitian/Nutritionist who is knowledgeable about the client's condition and medical necessity for the medical food and/or medical formula (recommended).

Note: Any local WIC clinic staff can contact state WIC staff to request medical food and/or formula for a WIC client. Whenever possible, we recommend that the WIC Registered Dietitian/Nutritionist be the primary person involved in requesting the medical food and/or formula.

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

7. The date the client or caregiver would like to receive the first month's shipment and dates for subsequent monthly shipments.
 - a. A shipping schedule is established to help assure that the medical food and/or formula is delivered to the WIC clinic on a day the staff are available to accept deliveries.

Note: Once state WIC staff approve the medical food and/or formula the client can expect to receive the product within 2 - 3 weeks.

8. The physical address of the WIC clinic. This is where state staff will send the medical food and/or formula.

Note: Shipping companies require a physical address for delivery and can't accept a Post Office Box (P.O. Box) number as a delivery location.

- B. Submit to state WIC staff a copy of the written documentation from Medicaid, TRICARE and/or the client's health insurance provider explaining the reason(s) why they won't provide the prescribed medical food and/or formula.

- C. Submit to state WIC staff a completed copy of the [Medical Foods and Medical Formulas form](#) from the medical provider documenting the following:

1. Client's Name, Date of Birth, and Caregiver name (if applicable).
2. Qualifying Medical Diagnosis warranting the issuance of each medical food and/or medical formula prescribed. The qualifying medical diagnosis must correspond with the medical need of each medical food and/or medical formula prescribed. A symptom description such as "colic", "constipation", "rash", "spitting up", "vomiting", or "fussiness" is not an acceptable medical diagnosis for WIC.
3. Brand Name of each medical food and/or formula prescribed. Specify the brand name, as well as the company which manufactures the product if known. Because many of these products are developed specifically for a particular medical condition, state WIC staff have to research the requested product for can/package size, reconstitution rates, purpose/use of the product, etc.
4. Amount Needed - Ounces per Day of each medical food and/or formula prescribed. Federal regulations define the maximum amount of the medical food and formula allowed per month.
5. Physical Form. Specify the physical form (e.g., powder, liquid concentrate, ready-to-feed, solid bar, pudding, etc.) of each medical food and/or formula prescribed, and any other descriptive information as appropriate and necessary.

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

6. Number of months each prescribed medical food and/or formula is required. The length of time must not exceed twelve (12) months for each authorization.
7. Signature of the Medical Provider.
8. Phone number for the requesting medical provider.
9. Fax number for the requesting medical provider (recommended).
10. Email address for the requesting medical provider (recommended).
11. Date of the request for the medical food and/or formula.

Note: Original, faxed or electronic forms are acceptable.

- D. Make a copy of the completed [Medical Foods and Medical Formulas form](#) submitted to state WIC staff and to keep on file.
- E. Receive response from state WIC staff whether the client is eligible to receive the prescribed medical food and/or formula. If eligible, state staff will confirm the brand name, physical form, and amount the client will receive.
 1. The total amount of medical food and/or medical formula provided to each client per month cannot exceed the maximum amount allowed by USDA/FNS. State WIC staff evaluates:
 - the medical necessity of the medical food and/or formula requested, and
 - whether USDA/FNS and the Washington State WIC Nutrition Program approve the medical food and/or formula requested.
 2. WIC clients only receiving medical foods and/or formulas don't receive WIC checks generated through Client Services. State staff enter the medical foods and/or formulas prescription information into Client Services. The client counts as "participating" as long as the client has a valid certification period and the medical foods and formulas prescription is current.
- F. Receive information from state WIC staff confirming the expected date of the first and subsequent month's delivery of the medical food and/or formula.
- G. Confirm with the client or caregiver the brand name, amounts, and delivery dates of the medical foods and/or formula the client will receive, and provide any additional feeding instructions as appropriate.
- H. Confirm that the packing slip information, the items shipped, and the original order agree.

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

1. If the order is correct and complete:
 - a. Write “complete” and sign and date the packing slip.
 - b. Make a copy of the packing slip after signing and dating it. Keep the copy and send the original to the state WIC office within 3 days of receiving the shipment.
2. If the order is incomplete or incorrect:
 - a. Write on the packing slip which items were incomplete or incorrect, and describe what was wrong.
 - b. Contact state WIC office staff for guidance about what to do next.

Note: We use this information to correct the order and to determine whether we should pay for the medical food and/or formula.
- I. Have the client/caregiver sign a document to confirm the client/caregiver received the product, and keep on file for 4 years.
- J. Inform the client or caregiver to contact local WIC clinic staff as soon as possible if the client transfers to another Washington State WIC clinic and wants to continue or discontinue receiving medical foods and/or formula.
- K. Retain the following documents for 4 years:
 1. Medical Foods and Medical Formulas forms from the medical provider.
 2. Written documentation from Medicaid, TRICARE and/or the client’s health insurance provider explaining the reason(s) why they won’t provide the prescribed medical food and/or formula.
- L. Issue checks for prescribed WIC formula and/or foods if all the requirements in appropriate policies for “[General Requirements for Providing Prescribed WIC Formulas and Foods](#),” “[Deferral to the WIC Registered Dietitian for WIC Foods](#)” and “Providing Prescribed WIC Formulas and Foods” appropriate for the client’s category (e.g., [infants, children or women](#)) are met.

Information:

CHAPTER 24 WIC PRESCRIPTIONS**Section 2 Providing Medical Foods and/or Medical Formulas**

Refer to the [WIC/Medicaid Nutrition Form](#) to review the steps the medical provider should follow in order to make a request for a product not on the Washington State WIC Approved Formulas list.

Best Practice: WIC clinic staff complete the “Return completed form to your patient or to the local WIC clinic” box on the [Medical Foods and Medical Formulas form](#) when staff give the form to the client or caregiver to take to the medical provider. This information informs the medical provider where to return the Medical Foods and Medical Formulas form and how to contact local clinic WIC staff if the medical provider has any questions or concerns.

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APPENDIX

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**Calculating the Amount of Formula When a Provider
Prescribes the Number of Ounces per Day**

Use the “[Can Sizes, Yields and Maximum Amounts of Formula](#)” table from the Washington State WIC web site at <http://www.doh.wa.gov/wicformula.aspx> to calculate the number of cans of formula in the client’s WIC formula package.

Example:

Steps for calculating the number of cans of formula based on ounces per day.

1. The medical provider prescribes Alimentum for a 5 month old infant.
2. The medical provider writes in: 24 ounces per day as the amount of formula to provide.
3. 24 ounces x 31 days = 744 ounces per month (Use 31 days for all months.)
4. One 12.1 ounce can of powder Alimentum reconstitutes to a total of 87 ounces.
5. 744 ounces per month ÷ 87 reconstituted ounces = 8.55 cans of powder Alimentum.
6. Round up to 9 cans.
7. Enter 9 cans of powder Alimentum formula into Client Services and provide this amount.

Note: The steps in this example can be used for infants, women and children.

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Washington State WIC Nutrition Program Process to Request Formula from Medicaid



1. WIC clinic staff provide the individual with a completed and signed copy of the WIC/Medicaid Nutrition Form or provide another form of written documentation. The signed and dated WIC/Medicaid Nutrition Form (or written documentation) must specify that the individual is:
 - Not eligible for WIC, or
 - Requesting a formula and/or nutrition product that is not available through WIC, or
 - Eligible for WIC but needs more formula and/or nutrition product than WIC allows; or
2. WIC clinic staff keep a copy of the WIC/Medicaid Nutrition Form (or written documentation) on file for 4 years.
3. WIC clinic staff have the option (but are not required) to send a copy of the WIC/Medicaid Nutrition Form (or written documentation) to:
 - Medical Provider who initiated the request,
 - Pharmacy or durable medical equipment (DME) provider chosen by the individual, and/or
 - Another provider or entity requested by the individual.

Note: The individual can also provide the completed WIC/Medicaid Nutrition Form (or written documentation) to these providers.
4. Medicaid's Enteral Nutrition Billing Instructions require the pharmacy/DME to keep the WIC/Medicaid Nutrition Form (or written documentation) and the prescription on file.
 - Medicaid's Enteral Nutrition Billing Instructions do not specify how the WIC/Medicaid Nutrition Form (or written documentation) is to be transmitted to the pharmacy/DME.

Note: Medicaid defines "enteral nutrition products" as nutrition formulas and or products consumed orally or by feeding tube.
5. The individual or medical provider arranges for a nutrition evaluation by a Certified Dietitian in order to validate the recommendation of the medical provider.
6. A Certified Dietitian working in WIC has the option (but is not required) to complete the nutrition evaluation.
 - If Medicaid procedures have been followed, the Certified Dietitian can bill Medicaid for reimbursement for the nutrition evaluation.

Note: Individuals must be evaluated by a Certified Dietitian with a current National Provider Identifier (<https://nppes.cms.hhs.gov/NPPES/Welcome.do>) within 30 days of initiation of formula and/or nutrition products. Certified Dietitians (whether WIC or non-WIC) must register with ProviderOne (<http://hrsa.dshs.wa.gov/ProviderOne/Registration.htm>) to bill Medicaid for reimbursement. Refer to WAC 388-554-300(3) in Medicaid's Enteral Nutrition Billing Instructions.
7. Medicaid's Enteral Nutrition Billing Instructions require the medical provider and the pharmacy/DME to keep a copy of the nutrition evaluation on file.
 - Medicaid's Enteral Nutrition Billing Instructions do not specify how the nutrition evaluation is to be transmitted to the medical provider and the pharmacy/DME.
8. The pharmacy/DME supplies the formula and/or nutrition product to the individual on a monthly basis as stated in the prescription.

Questions/Concerns?

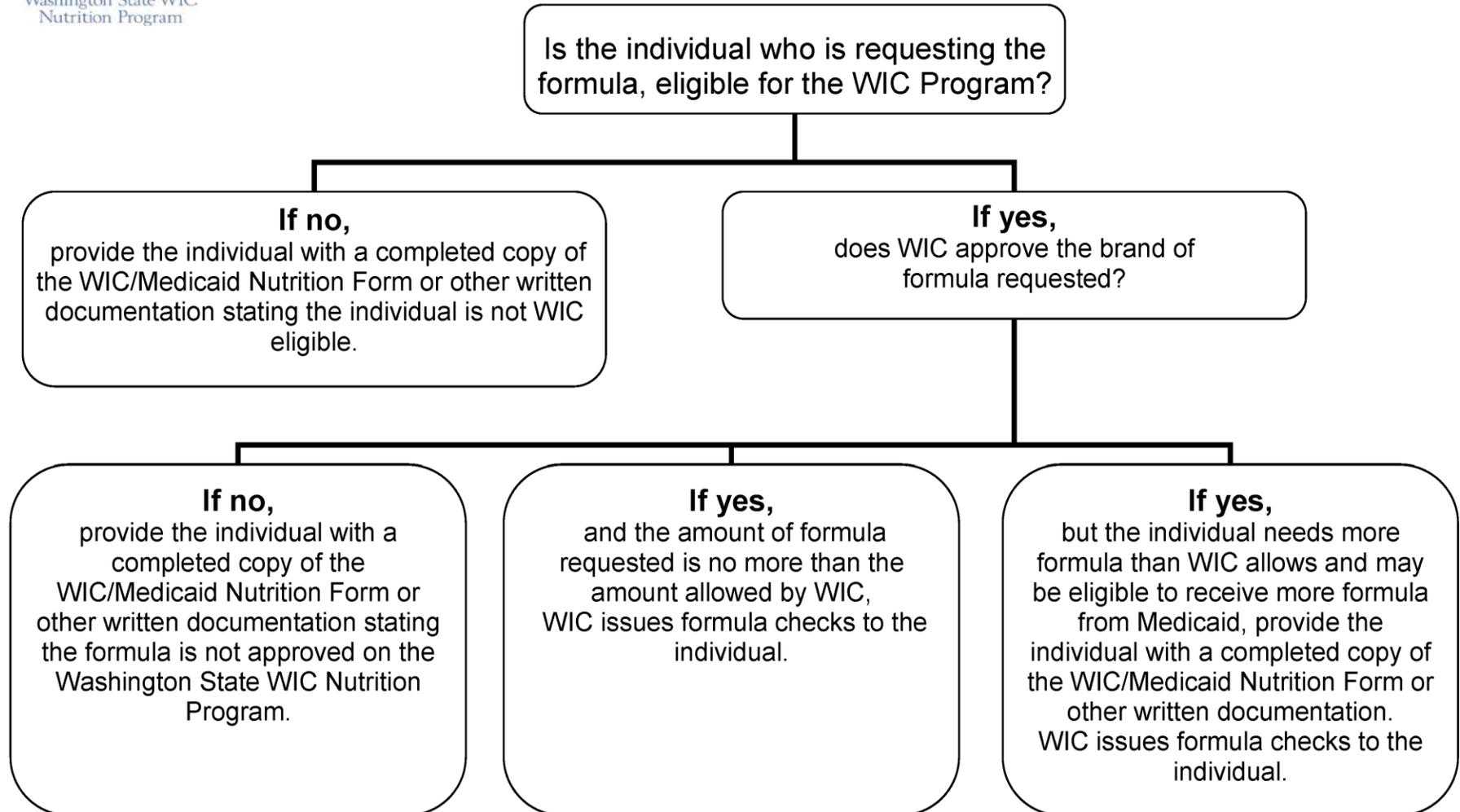
- Phone number for health professionals and Medicaid clients: 1-800-562-3022
- Web address for Medicaid's Enteral Nutrition Billing Instructions:
http://hrsa.dshs.wa.gov/download/BillingInstructions/Enteral_Nutrition_BI.pdf

For an electronic copy of this form, visit: <http://www.doh.wa.gov/cfh/wic>. This institution is an equal opportunity provider.
Washington WIC does not discriminate. For persons with disabilities this document is available on request in other formats
To submit a request, please call: 1-800-841-1410 (TDD/TTY 1-800-833-6388). DOH Pub #960-008 October 2009

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Washington State WIC Program WIC Clinic Response to Formula Requests



Although the other health insurance providers (e.g., TRICARE, Medicaid managed care organizations, private providers) do not require the use of the WIC/Medicaid Nutrition Form, they may find it useful in evaluating formula requests from their patients.



For an electronic copy of this form, visit: <http://www.doh.wa.gov/cfh/wic>.
This institution is an equal opportunity provider. **Washington WIC does not discriminate**
For persons with disabilities this document is available on request in other formats.
To submit a request, please call: 1-800-841-1410 (TDD/TTY 1-800-833-6388).