General Guidance:

1. This is a temporary fix to support your CPA training until we’ve revised the Certifier Competency Training for Cascades.
2. Review the competencies on each worksheet (middle column on each competency worksheet.) Use the interim training requirements below in place of the training requirements (far right column.)
3. Read Cascades policy chapters in place of the CIMS policy chapters, whenever Cascades policy chapters have been posted. See the Cascades Policy and Procedure Manual for posted chapters.
4. Read all Staff Tools attached to Cascades policy chapters.

<table>
<thead>
<tr>
<th>Competency Worksheet</th>
<th>Interim Training Requirements</th>
</tr>
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<tbody>
<tr>
<td>1. Getting Started</td>
<td>Learning Management System</td>
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<tr>
<td></td>
<td>• DOH STATE WIC - [WIC 101]</td>
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<tr>
<td></td>
<td>• DOH STATE WIC Cascades [Certification Policy Training – Part 1]</td>
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<td>• DOH STATE WIC Cascades [Income Assessment Policy Training]</td>
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<td>WIC Manual - Volume 1</td>
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<td></td>
<td>• Cascades DRAFT [Chapter 3-Application and Processing Standards]</td>
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<td>o Staff Tool: [Tips for Talking with Transgender Persons]</td>
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<tr>
<td></td>
<td>• Cascades DRAFT [Chapter 6-Income]</td>
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<tr>
<td></td>
<td>o [2019-2020 WIC Income Eligibility Guidelines]</td>
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<tr>
<td></td>
<td>• Cascades [Chapter 7-Rights and Responsibilities]</td>
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<td></td>
<td>• Cascades DRAFT [Chapter 18-Certification]</td>
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<tr>
<td></td>
<td>o Staff Tool: [Cascades Required Fields]</td>
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<td>CIM S Staff Tool</td>
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<td>• [Military Income Guide]</td>
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<tr>
<td>2. Communication</td>
<td>Learning Management System</td>
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<tr>
<td></td>
<td>• DOH STATE WIC Participant Centered Education – Part 1 (consists of 5 units):</td>
</tr>
<tr>
<td></td>
<td>1. [Introduction to Participant Centered Education (PCE)]</td>
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<tr>
<td></td>
<td>2. [What Motivates People to Change?]</td>
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<td>3. [The Spirit of PCE]</td>
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<td>4. [Opening the Conversation]</td>
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<td>5. [OARS (and Post-Test for Part 1)]</td>
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<tr>
<td></td>
<td>• DOH STATE WIC [Handling Difficult Situations]</td>
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<td>WIC Manual - Volume 1</td>
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<tr>
<td></td>
<td>• Cascades [Chapter 1-Positive Participant Relations – Quality Service Delivery]</td>
</tr>
<tr>
<td>Core WIC Training</td>
<td>• [WIC Connects Training Guide]</td>
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</tbody>
</table>

Read Cascades policy chapters in place of CIMS policy chapters whenever they are available.
<table>
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<tr>
<th>Competency Worksheet</th>
<th>Interim Training Requirements</th>
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</thead>
</table>
| 3. Multicultural Awareness | Learning Management System  
  - DOH STATE Session One Introduction to CLAS  
  - DOH STATE Session Three Introduction to CLAS  
  
  WIC Manual - Volume 1  
  - Cascades Chapter 11-Assessment – Use An Interpreter policy  
  
  Bias Recognition  
  - Take 2 tests at Project Implicit  
  - Guidelines to interpret results  
  
  EthnoMed  
  - Website on culturally-tailored health information  
  - Browse this website to become familiar with health-related traditions common to your participants’ racial and ethnic identities.  
  
  How to: Interpretation  
  Hints and Tips for Working with Interpreters (video clip)  
  
  Language Link  
  - Trainee works with coordinator to learn how to use Language Link and the code to use. |
| 4. Client Confidentiality | Learning Management System  
  - DOH STATE WIC Legal Considerations in WIC: Part 1  
  - DOH STATE WIC Legal Considerations in WIC: Part 2  
  - DOH STATE WIC Client Confidentiality and Rights Post-test  
  
  WIC Manual - Volume 1  
  - CIMS Chapter 25-Legal Considerations and Confidentiality |
| 5. Anthropometrics | Learning Management System  
  - DOH STATE WIC Anthropometrics  
  
  WIC Manual - Volume 1  
  - CIMS Chapter 9-Antropometrics  
  - CIMS Chapter 14-Nutrition Risk Criteria  
  Cascades measures documentation and graphs work differently, but policies remain the same.  
  
  Cascades Staff Tool:  
  - Health Conditions and Nutrition Practices to Assigned Risks |
## Interim Training Requirements

### 6. Hematology
- **Learning Management System**
  - DOH STATE WIC [Hematology](#)
  - DOH STATE WIC [Hematology – Masimo Pronto](#)
  - DOH STATE WIC HIV/AIDS: Education for Health Providers (consists of 11 units)
    - Add the search phrase **WIC HIV AIDS Education for Health Providers** in the course catalogue to see all 11 units
    - Or staff may complete another HIV/AIDS training (7 hours)

**WIC Manual - Volume 1**
- CIMS [Chapter 10-Hematology](#)
- CIMS [Chapter 14-Nutrition Risk Criteria](#)

**Core WIC Training**
- Staff Tool: [Assessing Iron](#)

**Client Nutrition Education Handouts**
- [Pump up the iron](#)

**Reference:**
- Medical Assistant – Registered
  - [Registration Requirements](#)

### 7. Nutrition Assessment
- **Learning Management System**
  - DOH STATE WIC [Nutrition Assessment Post-Test](#)

**WIC Manual - Volume 1**
- Cascades [Chapter 11-Assessment](#)
- CIMS [Chapter 14-Nutrition Risk Criteria](#)
- Cascades [Chapter 18-Certification](#):
  - Read Section 2 - Certification Requirements – Separation of Duties

**Core WIC Training**
- [Nutrition Risk Assessment](#)
  - In Part 2, read Cascades policy chapters in place of CIMS policy chapters whenever they are available.

**Cascades Staff Tool:**
- [Assessment Questions for a Participant-Centered Risk Assessment](#)

### 8. Food Packages and Check Issuance/Benefit Issuance
- **Learning Management System**
  - DOH STATE WIC [When is a Breastfeeding Review Required?](#)

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<td>• CIMS <a href="#">Chapter 15-Breastfeeding</a></td>
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<td>• Cascades DRAFT <a href="#">Chapter 22-Issue WIC Food Benefits</a></td>
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<td></td>
<td>o Staff Tool: <a href="#">WIC Card Education</a></td>
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<td></td>
<td>• Cascades DRAFT <a href="#">Chapter 23-WIC Foods</a></td>
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<td></td>
<td>• Cascades <a href="#">Chapter 24-WIC Medical Documentation for Formulas and Foods</a></td>
</tr>
</tbody>
</table>

**Cascades Training and Staff Tool Webpages**

- [Issuing Food Benefits in Cascades (PowerPoint)](#)
- [WIC Foods with a Cascades Focus (PowerPoint)](#)
- [Food Benefits by Participant Category](#)
- [Tailoring Food Benefits – Sandbox Practice](#)
- [Breastfeeding Infant and Participant Food Package in the 1st Month of Life](#)

**Core WIC Training**

- [Breastfeeding Review Training](#)

**Materials and Forms WA-State WIC**

- [WA State WIC Approved Formulas, October 2016](#)
- [Formula Provided by the WA State WIC Nutrition Program, March 2018](#)

9. **Nutrition Education**

**Learning Management System**

- DOH STATE WIC Participant Centered Education – Part 2 (consists of 5 courses)
  o [Roadblocks to Listening](#)
  o [Moving from Assessment to Counseling](#)
  o [Providing Advice: Offering Nutrition Education](#)
  o [Rolling with Resistance](#)
  o [Next Steps (and Post-Test for Part 2)](#)
- DOH STATE WIC Cascades [The Care Plan: Module 1](#)
- DOH STATE WIC Cascades [The Care Plan: Module 2](#)
- DOH STATE WIC [Participant Centered Goal Setting](#)

**WIC Manual - Volume 1**

- CIMS Chapter 16-Nutrition Education *Paper copy*

10. **Community Resources and Referrals**

**Learning Management System**

- DOH STATE WIC [Community Resources and Referrals Post-Test](#)

**WIC Manual - Volume 1**

- CIMS [Chapter 12-Referrals and Coordination of Services](#)

**WA-State Department of Health**

- [Vaccine Requirements](#)
<table>
<thead>
<tr>
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</table>
| **11. Basic Nutrition** | **Learning Management System**  
|                      | • DOH STATE WIC [Basic Nutrition](#)  
|                      | **Client Nutrition Education Handouts**  
|                      | • [The Facts About Constipation](#)  
|                      | • [Lactose or Dairy Intolerance](#)  
|                      | **Health.gov**  
|                      | • [2015-2020 Dietary Guidelines for Americans](#)  
|                      | **USDA – ChooseMyPlate**  
|                      | • [ChooseMyPlate](#)  
|                      | **Food Safety**  
|                      | • [FDA – Produce: Selecting and Serving it Safely](#)  
|                      | • Fight Bac: Partnership for Food Safety Education – [The Core Four Practices](#)  
| **12. Breastfeeding** | **Learning Management System**  
|                      | • DOH STATE WIC [Breastfeeding](#)  
|                      | **WIC Manual - Volume 1**  
|                      | • CIMS [Chapter 15-Breastfeeding](#)  
|                      | **Book**  
|                      | • Amy Spangler: “Breastfeeding: Keep It Simple”  
|                      | **Client Nutrition Education Handouts**  
|                      | • [I am a Breastfeeding Baby](#)  
|                      | • [How Does Formula Compare to Breastmilk?](#) (link temporarily unavailable)  
|                      | • [Breastfeed Right from the Start!](#)  
|                      | • [Yes, Busy Moms Breastfeed!](#)  
|                      | • [Confidence: Don’t Shy Away From Breastfeeding](#) (poster)  
|                      | • [Encouragement: Give a Breastfeeding Mom Your Loving Support](#) (poster)  
|                      | • [10 Tips for Dads to Help Support Breastfeeding](#) (link temporarily unavailable)  
| **13. Child Nutrition** | **Learning Management System**  
|                      | • DOH STATE WIC [Child Nutrition](#)  
|                      | **Client Nutrition Education Handouts**  
|                      | • [I’m 1 – Let’s Have Fun!](#)  
|                      | • [I’m 2 – Look What I Can Do!](#)  
|                      | • [I’m 3 – Please Play With Me!](#) (link temporarily unavailable)  

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<tr>
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| **I’m 4 – Let’s Explore**  
**Tips for Feeding Picky Eaters**  
**USDA – MyPlate**  
**ChooseMyPlate for Children**  
**Ellyn Satter Institute**  
**Division of Responsibility** – focus on reading child-related sections  
**Ages and Stages** – focus on reading toddler and preschooler sections |

**DOH STATE WIC**  
**Feeding Infants: Nourishing Attitudes and Techniques**  
**Client Nutrition Education Handouts**  
**Understanding Your Baby’s Cues**  
**Healthy Sleep: For You and Your Baby**  
**0-6 Months – Tips for My First Six Months** (link temporarily unavailable)  
**Mixing Powder Infant Formula**  
**Preparing Ready-to-Feed or Liquid Concentrate Infant Formula**  
**6-12 Months – Tips For Me As An Older Baby** (link temporarily unavailable)  
**I’m Ready! Feeding Family Foods to Your Baby**  
**I’m Ready for a Cup**  
**I Can Eat Finger Foods** (link temporarily unavailable)  
**Ellyn Satter Institute**  
**Division of Responsibility** – focus on reading infant-related sections  
**Ages and Stages** – focus on reading newborn, infant, and older baby sections |

| 15. Prenatal Nutrition | Learning Management System  
**DOH STATE WIC**  
**Prenatal Nutrition**  
**Client Nutrition Education Handouts**  
**Tips for Healthy Pregnancy** (link temporarily unavailable)  
**Iodine Information Sheet**  
**Healthy Weight Gain During Pregnancy**  
**My Pregnancy, My Baby, and Me: Gestational Diabetes** (link temporarily unavailable)  
**USDA – WIC Works**  
**Smoking During Pregnancy: Understanding the Risks**  
**Eating fish while you are pregnant or breastfeeding**  
**Keep yourself and your baby safe from listeriosis**  
**Keep yourself and your baby safe from toxoplasmosis** |
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<td><strong>16. Postpartum Nutrition</strong></td>
<td><strong>Learning Management System</strong></td>
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<tr>
<td></td>
<td>• DOH STATE WIC <a href="#">Postpartum Nutrition</a></td>
</tr>
<tr>
<td><strong>Client Nutrition Education Handouts</strong></td>
<td></td>
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<tr>
<td></td>
<td>• <a href="#">Healthy Tips for New Moms</a> (link temporarily unavailable)</td>
</tr>
<tr>
<td>DHHS – Office on Women’s Health</td>
<td>• Folic Acid</td>
</tr>
<tr>
<td><strong>National Institute of Health</strong></td>
<td><strong>Postpartum Depression Facts</strong></td>
</tr>
</tbody>
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For persons with disabilities, this document is available on request in other formats.

To submit a request, please call 1-800-841-1410 (TDD/TYY 711).

DOH-961-1118 October 2019