This institution is an equal opportunity provider.
Washington State WIC Nutrition Program doesn’t discriminate.
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A CPA (competent professional authority) must complete an assessment to determine eligibility for WIC.

The amount of time a client is eligible for WIC depends on the client’s category.

Client Services sets the client’s eligibility period based on federal regulation.

<table>
<thead>
<tr>
<th>Category</th>
<th>Priority</th>
<th>Eligibility Begins</th>
<th>Eligibility Ends</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pregnant Women</td>
<td>1, 4</td>
<td>Date of Certification</td>
<td>Last day of the month the woman turns 6 weeks postpartum.</td>
</tr>
<tr>
<td>Breastfeeding Women</td>
<td>1, 2, 4</td>
<td>Date of Certification</td>
<td>Last day of the month the woman turns 12 months postpartum or until she stops breastfeeding, whichever comes first.</td>
</tr>
<tr>
<td>Infants</td>
<td>1, 4*</td>
<td>Date of Certification</td>
<td>If certified less than 7 months of age, last day of the month infant turns 12 months old. If certified 7 months or older, last day of the month of a 6 month period.</td>
</tr>
<tr>
<td></td>
<td>2**</td>
<td>Date of Certification</td>
<td>Last day of the month infant turns 12 months of age.</td>
</tr>
<tr>
<td>Children</td>
<td>3, 5</td>
<td>Date of Certification</td>
<td>Last day of the month of a 12 month period until the last day of the month the child turns 5 years old.</td>
</tr>
<tr>
<td>Postpartum Women</td>
<td>6</td>
<td>Date of Certification</td>
<td>Last day of the month woman turns 6 months postpartum.</td>
</tr>
</tbody>
</table>

* Infants 6 months and older and new to WIC must be Priority 1 or Priority 4 to qualify for WIC.

** Staff enroll an infant of a WIC mom as Priority 2.
PROCEDURE:

The CPA:

A. Pushes the Calculate Eligibility button in Client Services to document the eligibility begins and ends dates.

Note: WIC has a priority system. Priority 1 is the highest priority. When funds and caseload are limited, the priority system makes sure clients with the greatest risk receive WIC benefits before those with lower risk.

See Volume 1, Chapter 5 - Priority System and Waiting Lists for more information.
POLICY: Eligibility Period for Pregnant Women

WIC category definition of a pregnant woman: A woman determined to have one or more embryos or fetuses in utero.

The eligibility period for a pregnant woman:
- Begins on the day of the WIC certification
- Ends on the last day of the month she turns 6 weeks postpartum.

Pregnant women are Priority 1 or 4.

Information:

The pregnant woman is eligible for the “Pregnant” Food Package through the end of the month she turns six weeks postpartum. The end of a pregnancy includes a:
- Live birth
- Miscarriage
- Termination
- Fetal death

Example: Staff certify a pregnant woman on January 5th. Her due date is July 2nd.
- Her pregnancy eligibility period begins January 5th (the date of certification)
- Her pregnancy eligibility ends August 31st (the last day of the month she turns 6 weeks postpartum).

When staff enroll the breastfeeding infant of a woman, the woman receives the Fully Breastfeeding Food Package even though she is in the “Pregnant” category.

Example: Staff certify a pregnant woman on January 5th. Her due date is July 2nd.
- Staff enroll her breastfeeding infant on July 6th.
- The woman receives her Fully Breastfeeding Food Package on July 6th.
- Staff schedule her breastfeeding recertification appointment the following month.
POLICY: Eligibility Period for Breastfeeding Women

WIC category definition of a breastfeeding woman: A woman who is feeding her breastmilk to her infant(s) on average of at least once a day.

The breastfeeding woman’s eligibility:
• Begins when she is certified
• Ends on the last day of the month in which her infant turns 1 year old, or until she stops breastfeeding, whichever comes first.

If a breastfeeding woman reduces breastfeeding so it’s less often than once a day on average, she no longer meets the categorical definition of breastfeeding.

a. Change her category to postpartum if her infant is less than six months old.
b. Take the woman off the program if her infant is more than six months old.

Breastfeeding women are Priority 1, 2, or 4.

Note: In the month the infant turns 12 months old, a breastfeeding woman doesn’t get checks if her baby has reached the first birthday. See the “Food for Infants in the Month They Turn One Year Old” table in Volume 1, Chapter 23 – WIC Foods.

Example: Staff certify a fully breastfeeding woman on January 15th (her baby was born on January 3rd). The woman’s eligibility period ends January 31st (one year postpartum).

1. If she picks up checks on January 2nd (before her baby’s first birthday) of the following year (one year postpartum):
   • She receives her Fully BF Food Package checks.
   • Her baby receives the infant Fully BF 6 to 12 Months Food Package.

2. If she picks up checks on January 3rd or 4th (on or after her baby’s first birthday) of the following year (one year postpartum):
   • She doesn’t receive checks.
   • Her baby receives the Child 1 year Food Package.
CHAPTER 17   WIC ELIGIBILITY  
Section 3   Breastfeeding Women

Information:

If a breastfeeding woman stops breastfeeding and is within the 6 months postpartum, she may qualify as a postpartum woman. If a breastfeeding woman stops breastfeeding and is more than 6 months postpartum, her eligibility ends.

Example: Staff certify a breastfeeding woman on April 7th (baby born on March 3rd).

- Her eligibility period begins April 7th (the day of certification)
- Her eligibility ends on March 31st (one year postpartum) as long as she continues breastfeeding.

If she stops breastfeeding before 6 months postpartum (for example in July) she would be eligible for WIC as a postpartum woman (through the end of September).

Staff take her off the program if she stops breastfeeding after 6 months postpartum.
POLICY: Eligibility Period for Postpartum Women

WIC category definition of a postpartum woman: A non-breastfeeding woman up to six months after delivery or the termination of pregnancy.

The eligibility period for a postpartum woman:
- Begins on the day of the WIC certification
- Ends on the last day of the month she turns six months postpartum

Postpartum women are Priority 6.

Information:

Postpartum refers to the 6 month period following the end of pregnancy. The end of pregnancy includes a:
- Live birth
- Miscarriage
- Termination
- Fetal death

A woman on WIC during pregnancy, who doesn’t breastfeed, receives the Pregnant Food Package through the end of the month she turns six weeks postpartum. She may be recertified as Postpartum and receive the Pregnant Food Package through the end of the month.

Example: A WIC client has her baby on June 17\textsuperscript{th}. Staff recertify her from pregnant to postpartum on July 25\textsuperscript{th}.
- As a pregnant woman, her eligibility extends through the end of the month she turns six weeks postpartum, July 31\textsuperscript{st}.
- On July 25\textsuperscript{th}, she is eligible for the Pregnant Food Package even though staff recertified her as a postpartum woman.
- In August she receives a Postpartum Food Package.
- Her postpartum eligibility period begins July 25\textsuperscript{th} and ends December 31\textsuperscript{st} (the end of the month she turns 6 months postpartum).
POLICY: Eligibility Period for Infants

WIC category definition of an infant: A person under one year of age.

The eligibility period for infants entering the WIC program from birth through 6 months of age (through the end of the month the infant turns 6 months old):
- Begins on the day of WIC certification
- Ends on the last day of the month the infant turns 12 months old.

These infants are Priority 1, 2, or 4.

Note: Most infants are enrolled as a Priority 2 “Infant of a WIC Eligible Mom (<6 months).”

The eligibility period for infants entering the program between 7 and 12 months of age:
- Begins on the day of the WIC certification
- Ends the last day of the month of a six-month period.

These infants must be a Priority 1 or 4 to be eligible for WIC.

Information:

Infant under 6 months of age example:
Staff enroll an infant born February 2\textsuperscript{nd} on February 25\textsuperscript{th}.
- The infant’s eligibility begins on February 25\textsuperscript{th} (the date enrolled as an infant of a WIC mom).
- The eligibility period ends February 28\textsuperscript{th} of the following year (the end of the month the infant turns 12 months old).

Infant over 6 months of age new to WIC example:
Staff complete a new certification for a nine-month old infant on December 11\textsuperscript{th}.
- The infant’s eligibility begins on December 11\textsuperscript{th} (the date certified eligible for WIC).
- The eligibility period ends May 31\textsuperscript{st} (last day of a six month period; the client receives six sets of checks).

Note: The client (with an infant category) receives a Child 1 Year Food Package on the day of the 1 year birthday or later.
POLICY: Eligibility Period for Children

WIC category definition of a child: A person who is one year of age but not five years of age.

The eligibility period for children:
- Begins on the day of the WIC certification
- Ends the last day of the month of a 12 month period. A child may participate and receive checks through the end of the month the child turns 5 years old.

Children are Priority 3 or 5.

For a new certification, the eligibility begins the day of the WIC certification.

For a recertification, eligibility begins:
1. On the first day of the month following the end of a current certification period
   Or
2. On day of the certification when eligibility period has ended.

Staff must not certify or recertify a child on the day of or after the day the child turns 5 years old.

Information:

Examples: Staff certify a 2 year old child on November 20th.
- The child’s eligibility begins November 20th
- The eligibility period ends November 30th the following year.

Staff certify a 4 year, 8 month old child on August 17th.
- The child’s eligibility begins August 17th
- The child’s ends December 31st. This is the last day of the month the child turns age five. She may receive checks until December 31st.
POLICY: Providing WIC Services to Clients in the Expired Status

Staff have the option to provide one month of WIC benefits to clients with an “expired” status when appointments aren’t available for the recertification.

Staff must complete the recertification the following month before providing checks or other WIC benefits.

Note: Prescriptions for infants end at midnight on the day before the first birthday. Follow the rules for inactive prescriptions. See Volume 1 Chapter 24 – WIC Prescriptions.

PROCEDURE:

Staff:

A. Work with the client to find a time for the recertification appointment during the last month of the eligibility period.

B. Offer WIC benefits to clients with an “expired” status equally.

C. Issue only one month of WIC checks to the client with an “expired” status.

D. Tell the client she must complete the recertification to receive additional WIC benefits.

E. Schedule a recertification appointment for the next month.