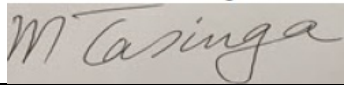





KERN HEALTH SYSTEMS

Policy and Procedure Review/ Revision

Policy 11.20-P (formerly 3.08-P) Women, Infants, and Children (WIC) Supplemental Nutrition Program has been updated and is provided here for your review and approval.

Reviewer	Date	Comment/Signature
Doug Hayward	8/31/2020	Doug A Hayward
Dr. Tasinga	8/26/2020	
Alan Avery	8/24/2020	Approved via Email-Alan Avery
Deb Murr	8/24/2020	
Isabel Silva	7/22/20	Isabel Silva

(CEO decision(s))

Board approval required: Yes ___ No X QI/UM Committee approval: Yes ___ No ___
 Date approved by the KHS BOD: _____ Date of approved by QI: _____
 PAC approval: Yes ___ No ___ Date of approval by PAC: _____
 Approval for internal implementation: Yes ___ No ___
 Provider distribution date: Immediately _____ Quarterly _____

Effective date: _____
 DHCS submission: _____
 DMHC submission: _____
 Provider distribution: _____



KERN HEALTH SYSTEMS					
POLICY AND PROCEDURES					
SUBJECT: Women, Infants, and Children (WIC) Supplemental Nutrition Program				POLICY #: 11.20-P	
DEPARTMENT: Health Education & Cultural and Linguistics					
Effective Date: 03/2006	Review/Revised Date: 08/31/2020	DMHC		PAC	
		DHCS		QI/UM COMMITTEE	
		BOD		FINANCE COMMITTEE	

_____ Date _____
 Douglas A. Hayward
 Chief Executive Officer

_____ Date _____
 Chief Medical Officer

_____ Date _____
 Chief Operating Officer

_____ Date _____
 Chief Health Services Officer

_____ Date _____
 Director of Health Education & Cultural and Linguistics

POLICY¹:

Kern Health Systems (KHS) shall identify and refer eligible members for Women, Infant, and Children (WIC) services.² As part of a member's initial health assessment and as part of the initial evaluation of newly pregnant members, KHS providers refer pregnant, breastfeeding, or postpartum women or a parent/guardian of a child under the age of five to the WIC Program as mandated by Title 42, CFR 431.635(c).³ Upon provider identification of a KHS member eligible for WIC services, the KHS provider shall initiate a member referral to the WIC program.

PROCEDURES:

1.0 ACCESS

WIC services are provided by the U.S. Department of Agriculture's Food and Nutrition Services and not covered by Kern Health Systems.⁴

It is the KHS provider's responsibility to refer pregnant, breastfeeding, or postpartum members to WIC for nutritional risk evaluation, basic nutrition education, and services including supplemental food. No prior authorization is required from KHS for WIC services.

2.0 PROVISION OF SERVICES

WIC services are not covered by Kern Health Systems.⁵

It is the PCPs responsibility to order hemoglobin or hematocrit testing as appropriate. Providers should document in the member's medical record the laboratory values for eligible children under 5 and refer to the WIC Program as indicated.⁶

3.0 COORDINATION OF CARE

It is the PCPs responsibility to follow-up on referrals made to WIC on the member's subsequent visits and promote compliance with program goals.

KHS and the local WIC agencies meet on a quarterly basis as stated in the Memorandum of Understanding (MOU) to monitor the agreement and make changes as needed.⁷ The purpose of the MOU is to allow KHS and the local WIC agencies to collaborate on efforts to engage KHS members eligible for WIC services.

4.0 DOCUMENTATION, TRACKING, AND MONITORING

It is the PCPs responsibility to document referrals and related lab values in the member's medical record.⁸ Providers are required to document member referrals to WIC services in the member's medical record through the Comprehensive Perinatal Services Program Initial Comprehensive Prenatal Assessment, Individual Care Plan, the PM160-PHP or equivalent as appropriate.

Member referrals to WIC services are monitored through the medical record review process performed by the Quality Improvement Department Providers non-compliant with this referral requirement are educated on the importance of assessing and providing this information to members.

5.0 MEMBER EDUCATION

The KHS Health Education Department provides members with WIC information during the perinatal outreach calls, member newsletter, and the KHS website and mails a list of the local WIC agencies with the prenatal and postnatal packet upon receipt of a request from members.

6.0 DELEGATION OVERSIGHT

KHS is responsible for ensuring that all delegates comply with all applicable state and federal law and regulations, contract requirements, and other DHCS guidance including APLs and Dual Plan Letters. These requirements must be communicated by KHS to all delegated entities and subcontractors.

REFERENCE:

¹ **Revision 2020-08:** Routine review by Director of Health Education and Cultural and Linguistics. Policy formerly 3.08-P renumbered under the direction of Health Education & Cultural and Linguistic Services Department as requested by Chief of Health Services. **Revision 2016-09:** Review requested by Compliance Department. **Revision 2009-07:** Revised by Director of Quality Improvement, Health Education & Disease Management. **Revision 2007-10:** Policy revised by Member Health Educator. **2005-12:** Routine review. Policy reviewed against DHS Contract 03-76165 (Effective 5/1/2004).

² DHS Contract A-11 (16)

³ DHS Contract A-11 (16)(A)

⁴ DHS Contract A-11 (16)

⁵ DHS Contract A-11 (16)

⁶ DHS Contract A-11 (16)(A)

⁷ DHS Contract A-11 (16)(B)

⁸ DHS Contract A-11 (16)(A)