


ATTACHMENT I

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WIC Food Packages and Tailoring		

POLICY

1. The supplemental foods authorized for use in the New York State WIC Program include infant cereal, infant food vegetables and fruits, infant food meat, milk and milk alternatives, cheese, eggs, canned fish, vegetables and fruits, breakfast cereal, whole wheat/whole grain bread, tortillas, pasta, and/or rice, juice, legumes and/or peanut butter, infant formula, exempt infant formula, and WIC-eligible nutritionals.
2. The Qualified Nutritionist or Competent Professional Authority must prescribe the appropriate food package and tailor the type and amount of foods most appropriate for the participant based on a complete nutrition and breastfeeding assessment.
3. When tailoring a food package, the Qualified Nutritionist or Competent Professional Authority must make available, but not exceed, the full monthly maximum allowances of supplemental foods in each federal food package category.
4. Homeless participants and participants who lack adequate food storage and preparation facilities must be offered alternate foods to accommodate their needs.

REGULATIONS

Supplemental foods, [7 CFR §246.10](#)


DEFINITIONS

Refer to Acronyms and Definitions in Section 1011.

PROCEDURE

LA/VMA Policy Required Yes No

1. All participants with an active certification must be assigned a category specific food package, even if no food benefits are issued, in order to maintain an accurate caseload record.
2. The Qualified Nutritionist (QN) or Competent Professional Authority (CPA) must prescribe and tailor the food package to provide the type and amount of supplemental foods most appropriate for the participant based on:
 - a complete nutrition assessment including dietary assessment for each participant;
 - a breastfeeding assessment of the breastfeeding dyad;
 - the health care provider's (HCP) documentation when indicated;
 - the participant's category and/or breastfeeding status; and
 - the participant's needs and preferences in relation to the food package including personal/cultural/religious food preferences, and household conditions.


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3. Monthly quantities of supplemental foods may only be reduced for individual participants and only for sound nutrition reasons based on nutrition risk, nutrition and dietary needs, personal food preferences, household conditions, or for proration purposes. Nutrition counseling and education must be provided when reducing monthly quantities.
4. Food packages for the breastfeeding dyad are closely tied and their breastfeeding statuses must match. If a participant is breastfeeding multiple infants with different breastfeeding statuses, their breastfeeding status must match the infant with the highest level of breastfeeding.
5. Participants breastfeeding partially (some) and participants breastfeeding multiples partially (some) do not receive food benefits when their infant turns six months old. They remain certified and receive breastfeeding support, peer counseling, and breast pumps as appropriate, and participant-centered nutrition education until their infant is one year of age.
6. Benefits issued must be used only by the participants for their personal use and cannot be used in the preparation of meals served in a communal food service setting. This restriction does not prevent the foods from being used personally by the participant in a nonresidential setting, such as a childcare facility or residential institution.
7. The QN/CPA must carefully assess each participant's living situation to determine the most appropriate supplemental foods to provide, such as individual serving-size containers or modified forms of certain foods to accommodate participants with inadequate food storage or preparation facilities.
8. Local agencies (LAs) must communicate with homeless facilities and institutions in which WIC participants reside to ensure food package conditions are met, per WPM Section 1100 WIC Certification Overview Policy supplement. If a participant is found to be living in a homeless facility or institution that does not meet the required conditions, LA staff must discontinue issuance of WIC foods. The participant shall, however, continue to receive infant formula and all other WIC benefits, such as nutrition education, including breastfeeding promotion and support, and referrals until the required conditions are met.
9. LA staff must be aware of NYS WIC approved foods and formulas available for participants. Staff must provide the current list of acceptable foods in appropriate languages to participants and must instruct participants on the appropriate redemption and use of supplemental foods.

GUIDANCE

Policy Supplement Available Yes No

When tailoring food packages, it is important for the QN/CPA to convey to participants that the quantities of WIC foods are supplemental, and by design, intended to deliver priority nutrients to WIC participants and address the prevalence of inadequate and excessive nutrient intakes for each WIC participant category. Nutrition education should focus on the optimal use of WIC foods, such as shopping for value and nutrition, and preparing and cooking WIC foods to assist participants in full use of their WIC food benefits.

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RESOURCES

WIC Program Manual Sections and Policy Supplements:

- #1100: WIC Certification Overview
- #1135: Nutrition Assessment Process
- #1220: Breastfeeding Assessment and Tailoring Services
- #1253: WIC Formulas
- #1255: Food Package III and Medical Documentation
- #1260: Food Benefit Issuance

WIC Library:

- Approved Formulas in the New York State WIC Program - Formulary
- Monthly Maximums of NYS Approved Formulas
- WIC Acceptable Foods Card
- WIC Nutrition Services Standards
- USDA WIC Food Package Policy and Guidance 2018

Websites:

- [Nyswicvendors.com](https://www.nyswicvendors.com)