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## 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.

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## REGULATIONS

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

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## DEFINITIONS


Refer to Acronyms and Definitions in Section 1011.

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## 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 mother and infant dyad are closely tied and their breastfeeding statuses must match. If a mother is breastfeeding multiple infants with different breastfeeding statuses, her breastfeeding status must match the infant with the highest level of breastfeeding.
5. Women breastfeeding partially (some) and women breastfeeding multiples partially (some) do not receive food benefits when the 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 the 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 child care 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 must discontinue issuance of WIC foods to any participant found to be living in a homeless facility or institution that does not meet the required criteria outlined in WPM #1100: WIC Certification Overview Policy Supplement. The participant shall however, continue to receive infant formula and all other WIC benefits, such as nutrition education, including breastfeeding promotion and support, and health care referral services.
9. Local agency 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.

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## **GUIDANCE**

Policy Supplement Available     Yes     No

Local agency staff must work with community agencies, food pantries, emergency relief organizations, and homeless shelters to develop outreach strategies and referral networks. As such, local agency staff must communicate with homeless facilities and institutions in which WIC participants reside to ensure all conditions are met, per WPM #1100: WIC Certification Overview Policy Supplement.

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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: Assessing the Breastfeeding Dyad
- #1223: Issuing Food Packages that Support Exclusive Breastfeeding
- #1220: Breastfeeding Assessment Supplement
- #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
- USDA WIC Disaster Guidance

Websites:

- [Nyswicvendors.com](http://Nyswicvendors.com)