

MI-WIC POLICY

Eligibility/Certification

2.0 Eligibility/Certification

Effective Date: DRAFT

2.17 Certification Periods

PURPOSE: To define WIC certification periods based on client category.

A. POLICY

1. The certification date is the date on which an applicant has been determined eligible to receive benefits based on meeting program eligibility criteria. The certification end date is the date on which program eligibility expires.
2. Program benefits shall be based upon the certification periods stated below:

- a. Pregnant Women (category code: PG)

A pregnant woman shall be certified through the duration of the pregnancy to six (6) weeks postpartum (Expected date of delivery [EDD] + 42 days). To continue on the program without a disruption of benefits, the woman must be recertified during the six (6) week postpartum period as either a Breastfeeding Woman or a Non-Lactating Postpartum Woman.

- b. Breastfeeding Women (category code: BE, BP)

Shall be certified up to the infant's first birthday, or until the woman ceases breastfeeding, whichever occurs first. If a woman discontinues breastfeeding before 6 months postpartum the category and certification end date must be changed to reflect NPP status. If a risk criteria that applies to a non-lactating woman is not currently documented, the presumptive risk shall be assigned.

- c. Non-Lactating Postpartum Women (category code: NPP)

Non-lactating women shall be certified until 6 months past the delivery or end of pregnancy date.

- d. Infants Under 6 Months of Age (category code: IBE, IBP, IFF)

Infants under 6 months of age shall be certified at the time of entrance into the program up to the infant's first birthday. A nutrition/health evaluation (weight, height, dietary evaluation, and health history review) shall be performed mid-certification. (See Policy 2.13, Medical and Nutritional Risk criteria for WIC Eligibility)

- e. Infants 6 Months of Age and Over (category code: IBE, IBP, IFF)

Infants 6 months of age and over shall be certified at the time of entrance into the program and at six (6) month intervals thereafter.

- f. Children (category code: C1, C2, C3, C4)

Children shall be certified at approximately six (6) months intervals thereafter up to the fifth birthday.

3. Short Certification

In the event that a client has not presented required proof of Identity, Residency, Income and/or Pregnancy at the time of certification, the client can be assigned a Short Certification. If the required proof is not presented within 60 days (30 days for proof of Income), the client will be terminated from the program.

4. Time Variations for Recertification

For Infants and Children, in cases where there is difficulty in appointment scheduling due to illness or to synchronize appointments with other family members, a time variation of plus or minus 30 days from the certification due date is permissible:

- a. Early Recertification: If it is necessary to recertify a client earlier than the month when recertification is due, the next certification period begins with the month when recertification appointment takes place, NOT with the month when recertification was originally due. If the recertification results in termination from the program, benefits shall be continued for the client until the end of the original certification period.
- b. Extension of Certification: The certification end date can be extended for 30 days for Infant and Child categories only. Reasons for extending participation without recertification into the month following the end of a certification period must be related to specific scheduling problems. Under no circumstances shall participation without recertification extend beyond 30 days following the date when recertification was due.
- c. If it is necessary to recertify a client later than the month when recertification is due, the next certification period begins with the month when the recertification takes place, not when it was due.

B. DEFINITIONS

Certification Period: The length of time a client is eligible for the WIC program.

Client Categories:

- PG = Pregnant Woman
- BE = Woman Breastfeeding Exclusively
- BP = Woman Breastfeeding Partially
- NPP = Non-lactating Postpartum Woman
- IBE = Infant Breastfeeding Exclusively
- IBP = Infant Breastfeeding Partially
- IFF = Infant Formula Fed
- C1 = Child 12 – 23 months
- C2 = Child 24 – 35 months
- C3 = Child 36 – 47 months
- C4 = Child 48 – 59 months

Reference:

Federal Regulations – 7 CFR Part 246.7 [g and c.2.ii)

Cross-reference:

- 2.02 Residency
- 2.03 Identity
- 2.04 Income Determination
- 2.10 Proof of Pregnancy
- 2.13 Nutritional Risk Criteria