

# WIC POLICY AND PROCEDURE MANUAL

Michigan Department of Community Health

Chapter/Section: Exh. 6.03A

Effective Date: 3/29/99

Issue Date: 3/01/99

## 6. NUTRITION SERVICES

### 6.03 Required Services for Nutritional High Risk Participants

FINAL

#### Exhibit 6.03A: Sample Format for Local Agency's Nutritional High Risk Procedures

1. Conditions, in addition to those specified as risk codes in Policy 2.04, that will be used to identify nutritional high risk participants for referral to the R.D. for a nutrition care plan.
2. Chart documentation
  - a. The CPA's documentation of the high risk condition of the participant and problem list will appear \_\_\_\_\_.
  - b. The R.D.'s assessment and nutrition care plan will appear \_\_\_\_\_.
3. When a CPA has identified a nutritional high risk participant, the participant will be referred to the R.D. using the following procedure \_\_\_\_\_.
4. The CPA will verify and document that the needs of the high risk participant are addressed to the R.D. using the following procedure \_\_\_\_\_.
5. Nutritional high risk participants will make an appointment with the R.D. using the following process: \_\_\_\_\_.
6. The CPA and R.D. will communicate the progress of the care plan to each other by: \_\_\_\_\_.
7. The \_\_\_\_\_ will assure the high risk participant's care plans are carried out by \_\_\_\_\_.
8. To ensure nutritional high risk participants are referred to the R.D. the following monitoring will be established:
  - a. data source (e.g., chart, log)
  - b. sample size
  - c. frequency of data collection
  - d. who will collect data
  - e. who will analyze data
  - f. who will take corrective action

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9. To ensure nutritional high risk participants receive appropriate nutrition care, the following will be established:
- a. data source (e.g., chart, log)
  - b. sample size
  - c. frequency of data collection
  - d. who will collect data
  - e. who will analyze data
  - f. who will take corrective action