

Michigan WIC Anthro – Competency Checklist C2 – C4 and Women

WIC Employee Name: _____ Date _____

Clinical Skill			
Weight	Met	Not Met	Notes / Recommendations
Client is wearing light indoor clothing and no shoes			
A paper towel is placed on the scale platform			
Scale is zero balanced			
Client is centered in the middle of the scale platform			
Records measurement accurately			
Obtains/records confirming measurement			
Converts to MI-WIC data entry format			
Linear Measurements			
Height	Met	Not Met	Notes / Recommendations
The client is measured without shoes			
Area where client steps covered with a paper towel			
Positions person at the stadiometer with heels, buttocks and shoulders touching and looking straight ahead, legs straight, arms at sides, heels flat on floor and against the stadiometer or wall			
Moves the right-angle head piece until it firmly touches the crown of the head			
Records the measurement and repeats the above for a confirming measurement			
Accurately converts the measurement to MI-WIC data entry format and enters in MIWIC			
Knowledge	Met	Not Met	Notes / Recommendations
Weight- confirming measurement – ¼ lb or 0.2 lb.			
Height- confirming measurement- 1/8 th or 2/16 th inch			
If using referral data, refers to MI-WIC Policy (2.15(A)(8)) and follows requirements accordingly.			
Enters a comment in MI-WIC Anthro data entry screen if checking 'Unk' and/or '?'			
Follows local agency equipment cleaning schedule			
Knows location of printed MDHHS/WIC Anthropometric Manual or can access on the MDHHS/WIC website			

Assessment observed by: _____ Title: _____