

2.09 Physical Presence

PURPOSE: To establish requirements and exceptions for physical presence of an applicant/client during certification/recertification appointments.

A. POLICY

1. Persons applying for WIC services are to be physically present at each WIC certification/recertification appointment. Exceptions may be granted for the following:
 - a. The State or local agency must grant an exception to applicants who are qualified individuals with disabilities and are unable to be physically present at the WIC clinic because of their disabilities or applicants whose parents or caretakers are individuals with disabilities that meet this standard. Examples of such situations include:
 - i. A medical condition that necessitates the use of medical equipment that is not easily transportable.
 - ii. A medical condition that requires bed rest.
 - iii. A serious illness that may be exacerbated by coming into the WIC clinic.
 - b. Infants and children who were physically present for the initial certification and have documented, ongoing health care, and for whom being physically present would pose an unreasonable barrier.
 - c. Infants and children who were physically present for the initial certification and were present at a certification appointment within 1 year from the most recent certification determination and are under the care of one or more parents/caretakers whose work status presents a barrier to bringing the infant or child to the WIC clinic.
 - d. Infants under 8 weeks of age who cannot be present at certification and have all required certification information/documents including anthropometric measurements at the time of certification. (See Policies 2.02, Residency, 2.03, Identity, 2.04, Income Determination and/or 2.06 Adjunct Income Eligibility.)
2. An applicant/client who is certified by a WIC CPA in-person, outside of the WIC Clinic, meets the requirement for physical presence. (See Policy 2.01, Eligibility/ Certification of Clients.) If only one WIC staff member is present at the time of certification, the visit is considered a single certification. (See Policy 9.03, Employee Conflict of Interest and Separation of Duties.)

Reference:

7 CFR 246.7(o)

Cross Reference:

- 2.01 Eligibility/Certification of Clients
- 2.02 Residency
- 2.03 Identity
- 2.04 Income Determination
- 2.06 Adjunct Income Eligibility
- 9.03 Employee Conflict of Interest and Separation of Duties