

MI-WIC POLICY

Eligibility/Certification

2.0 Eligibility/Certification

Effective Date:6/1/09

2.18 Notification of Client Rights and Responsibilities

PURPOSE: To insure that applicants/clients of the WIC Program are notified of, and agree to, the expectations and requirements of the WIC Program.

A. POLICY

1. The Michigan WIC Client Agreement shall be used to inform clients/authorized persons of their WIC Program rights and responsibilities. (See Exhibit 2.18A Michigan WIC Client Agreement)
2. Reasonable steps shall be made to provide the Michigan WIC Client Agreement to the client/authorized person in a language that is understandable to him/her.
3. The Michigan WIC Client Agreement shall be read by, or read to, the client/authorized person.
4. The client/authorized person shall sign and date the Michigan WIC Client Agreement:
 - a. At the time of each certification.
 - b. When a client transfers into Michigan.
 - c. When an authorized person changes.
5. A signed copy of the Michigan WIC Client Agreement shall be provided to the client/authorized person at initial entry to the WIC Program and upon request.

References:

- 7 CFR 246.7 (b), (i), (j), (l)
- 7 CFR 246.8(a)
- 7 CFR 246.12 (r)

Exhibit:

2.18A WIC Client Agreement