

# MI-WIC POLICY

## ***Nutrition Services***

### **5.0 Nutrition Services**

*Effective Date: 02/11/2019*

#### **5.01D Nutrition Education Lesson Plans**

*Implementation Date: TBD*

**Description:** To provide a procedure for developing nutrition education lessons in a consistent and organized method to effectively communicate nutrition and health related topics to clients and/or their caregivers.

1. Local agencies must use a written Nutrition Education Lesson Plan for all group classes, facilitated group discussion, self-directed and take-home nutrition education. Local agencies may develop Nutrition Education Lesson Plans for individual education topics if desired.
2. The Nutrition Education Coordinator must assure that all lesson plans used by the local agency are reviewed at least every two years to ensure that lessons use client-centered approaches, reflect current science, and comply with state and federal requirements. The review date must be documented on each lesson plan.
3. Lesson Plans include: (\* indicates required elements)
  - a. \*Title.
  - b. \*Learning objectives: These should describe what the client should know or be able to do after the lesson is complete.
  - c. \*Target group (For example, all client categories (prenatal, postpartum, and/or breastfeeding women, infants, and children), and/or their caregivers (father, foster parent, guardian, etc.))
  - d. \*Learning activities or methods (For example, group class, facilitated discussion, demonstration, role playing, hands-on activities, etc.)
  - e. \*Materials (For example, electronic resources, food/food models, flip charts, posters, take-home materials, etc.)
  - f. \*Outline of presentation content may include introduction/icebreaker (to engage client and assess knowledge, attitudes, and stage of behavior change), sequence of activities, how materials are to be used, summary, etc.
  - g. \*Evaluation methods and materials: Review objectives and reassess clients' knowledge, attitudes, or behavior change intention. This may be done orally, through a question and answer period, written post-test or quiz, or other method.
  - h. \*References (Sources of information used to develop the presentation content.)

- i. Equipment and facilities (For example, classroom size, seating, computer, projector, food preparation equipment, etc.)
- j. Reinforcements. (For example, software (DVD/CD), print materials, website links, etc.)
- k. Approximate time
- l. Staff trained to present

### **Guidance:**

- 1. An electronic lesson plan template is available at [www.michigan.gov/wic](http://www.michigan.gov/wic).
- 2. Local Agencies are encouraged to submit lesson plans to the State Office for possible statewide sharing. The State Office will review submissions using the 'Checklist for Reviewing Lesson Modules' located at [www.michigan.gov/wic](http://www.michigan.gov/wic).