

MI-WIC POLICY

Eligibility/Certification

2.0 Eligibility/Certification

Effective Date: 2/15/18

2.03 Identity

PURPOSE: To insure that applicants to the Michigan WIC Program provide proof of identification at the time of enrollment.

A. POLICY:

1. Proof of identity is required for initial enrollment of each client and authorized person onto the Michigan WIC Program.
2. The authorized person/proxy must present a signed Michigan WIC Bridge Card, WIC Verification of Certification (VOC), or one of the acceptable proofs of identity (see 4 below) to receive WIC benefits and at subsequent certifications.
3. Local agencies must verify identity of each client/authorized person transferring from an out of state or WIC Overseas WIC program. (See Policy 3.04 Transfers)
4. Acceptable forms of proof of identity are:
 - Immunization Record
 - Birth Certificate
 - Hospital Record/Crib Card
 - Health Insurance Identification
 - Social Security Card
 - Photo Identification
 - Driver's License
 - Student Identification Card
 - State Identification Card
 - Work Identification Card
 - Pay Stubs
 - Voter Registration Card
 - DHS Identification (MiHealth card, Food Stamps Identification)
 - Michigan WIC Bridge Card
 - WIC/WIC Overseas records from other states/jurisdictions
 - Other records that the WIC State Agency considers adequate to establish identity (passport, immigration papers, etc.)
5. Staff who confirm identification at the time of WIC enrollment for each client will document the type of identification provided for each new applicant or Authorized Person.
6. An applicant who possesses proof of identity but who did not bring it to the certification appointment shall be certified. If proof of identity is not provided within 60 days, the client will be terminated. This will be considered a "short certification."

7. An applicant with no proof of identity may be fully certified with the completion of an attestation form. This includes:
 - a. A victim of theft, loss or disaster.
 - b. A homeless individual.
 - c. A migrant.
8. Applicants who are unable to provide proof of identity during the initial enrollment onto the WIC program shall be required to provide proof at the next certification.
9. Visual personal recognition by WIC staff at issuance of benefits or subsequent certifications is allowed once initial proof of identity has been established.

References:

Federal Regulations - 7CFR 246.7 (c)(1)

Public Law 105-336, October 31, 1998

USDA WIC Policy Memorandum #1999-4 March 11, 1999: Strengthening Integrity in the WIC Certification Process

Cross-reference:

3.04 Transfers