



WASHINGTON WIC PROGRAM

Washington State WIC Manual
Notice of Revision



Date: 4/24/2023

Notice Number: 2023-01

<input checked="" type="checkbox"/> Volume 1	<input type="checkbox"/> Volume 2
Chapter: 8 – Farmers Market Nutrition Program	
Section: See Table of Revisions	
Policy/Recommendation/Description/Procedure:	
Type of Action/Change: <input checked="" type="checkbox"/> Supersedes <input type="checkbox"/> New <input type="checkbox"/> Delete	
If you have questions about this revision or wish additional copies, call or write:	
<p>Department of Health Washington WIC Program P.O. Box 47886 Olympia WA 98504-7886 Call: 1-800-841-1410</p>	

Explanation of Revisions:

- This chapter was revised to align with electronic issuance of Farmers Market Nutrition Program (FMNP) benefits in Cascades.

Attachments:

Memo

Manual Revision

Other _____

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DOH 960-367 April 2023



Table of Revisions

Policy/Page	Revision	Comments
<p>Accountability of WIC Farmers Market Nutrition Program Benefits p. 13</p>	<p>Policy: Revised from “packs of FMNP benefits and registers” to “QR codes.”</p> <p>Procedure:</p> <ul style="list-style-type: none"> • Revised A: from “benefits” to “QR codes.” • Added A, 1: Verify the QR codes received by sending an email to the FMNP team. • Added A, 2: Contact state FMNP staff right away regarding problems with QR codes. • Added B: Keep QR codes in a secure, locked location when not being issued to participants. • Removed all references to FMNP checks and check registers. 	
<p>Managing FMNP Benefits and Registers</p>	<p>Removed policy</p>	<p>Accountability of FMNP QR codes added to the previous policy.</p>
<p>Lost or Stolen FMNP Benefits</p>	<p>Removed policy.</p>	<p>Information about reporting and replacing lost or stolen FMNP benefits placed in “Offer Participant Education on Using FMNP Benefits” policy. Clinic staff contact state FMNP staff for assistance replacing lost or stolen FMNP QR codes.</p>
<p>Security of FMNP Benefits</p>	<p>Removed policy.</p>	<p>Pertinent information is located in the “Accountability of WIC Farmers Market Nutrition Program Benefits” policy.</p>
<p>Appendix: Guide to Writing a FMNP Policy for Benefit Issuance p. 16</p>	<ul style="list-style-type: none"> • Added: Share and have the local agency FMNP policy easily accessible to staff. • Removed: The amount of FMNP benefits per eligible participant. • Added: Participants must provide ID to receive FMNP benefits. • Added: Staff provide nutrition education on using fresh fruits and vegetables (sometime during the current FMNP season) “and proper documentation of this nutrition education.” 	<p>The amount of FMNP benefits per eligible participant are programmed into Cascades.</p>

Volume 1, Chapter 8 – Farmers Market Nutrition Program
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<p>Accountability of WIC Farmers Market Nutrition Program Benefits</p> <p>p. 13</p>	<p>Policy:</p> <p>Revised from “packs of FMNP benefits and registers” to “QR codes.”</p> <p>Procedure:</p> <ul style="list-style-type: none"> • Revised A: from “benefits” to “QR codes.” • Added A, 1: Verify the QR codes received by sending an email to the FMNP team. • Added A, 2: Contact state FMNP staff right away regarding problems with QR codes. • Added B: Keep QR codes in a secure, locked location when not being issued to participants. • Removed all references to FMNP checks and check registers. 	
<p>Appendix: Sample Policy</p> <p>p. 17 - 18</p>	<ul style="list-style-type: none"> • Added: Clinic staff will ask about a participant’s interest to receive FMNP benefits “and view the ID of the participant, parent guardian, caretaker, or proxy before issuing food benefits”. • Added: Keep all FMNP QR codes in a secure location to ensure benefit security and program integrity. • Removed: all references to FMNP check registers. 	
<p>FMNP Benefit Details and Issuance Maximum</p>	<p>Removed from Appendix.</p>	<p>Contained references to FMNP checks and registers.</p> <p>The issuance maximum is programmed into Cascades and issuance to participants is documented in the participant’s file.</p>
<p>Appendix: How to Screen Participants’ Interest and Ability to use FMNP Benefits & Issue Benefit</p> <p>p. 22 - 23</p>	<ul style="list-style-type: none"> • Added examples of how to assess participant interest and ability to use FMNP benefits. • Revised reference from checks to QR codes. 	
<p>Lost or Stolen Benefits Report</p>	<p>Removed</p>	

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<p>FMNP Benefit Inventory Log</p>	<p>Removed</p>	<p>Issuance is documented automatically in Cascades.</p>