

# Washington WIC Nutrition Program

## Process to Request Formula from Medicaid

**Purpose:** Washington can supply [WIC Approved Infant Formulas](#) to WIC-eligible families. If a Washington family is not WIC eligible or WIC doesn't meet the participants' nutrition needs, the family may request assistance from Medicaid using the [WIC Medicaid Nutrition Form \(MNF\)](#). Medicaid requires that families first seek formula and/or enteral nutrition products from WIC.

### If the family is eligible, Medicaid can cover:

- Families that are not WIC eligible.
- Formula that Washington WIC does not provide.
- Formula required that is over the Maximum Monthly Allowance for WIC participants.

### Instructions for completing the MNF:

- 1) Review [WA WIC approved formulas](#). Confirm the formula requested is either WIC approved or not approved.
- 2) Review the [WIC Release of Information](#) with the caregiver/participant and have them sign the document. Once reviewed and signed the caregiver/participant will also complete Section 1 by selecting the check box and signing the MNF.
- 3) The WIC staff or medical provider can complete section 2. This depends on if WIC staff or the medical provider starts the request.
- 4) **There are two options for Sections 3 and 4:**
  - a) **Option 1:** WIC staff complete Sections 3 and 4. The family will then provide the completed form to the preferred primary care provider, their durable medical equipment provider, or pharmacy.
  - b) **Option 2:** WIC staff complete section 3. Then fax a copy of the WIC MNF to any of the following to complete Section 4:
    - i) Medical Provider who started the request,
    - ii) Pharmacy or DME provider chosen by the WIC family,
    - iii) Another provider or entity requested by the WIC family.

**NOTE: Pharmacies and durable medical equipment (DME) providers require all requested information in Sections 2,3, and 4. If not completed, it may delay the process. This form serves as proof that the family has consulted with WIC.**

- 5) Completing Section 5 is optional but recommended.
- 6) Provide the original copy to the caregiver/participant. Then scan the completed WIC MNF into Cascades in the Attach Medical Documentation section of the Food Prescription screen.

### After MNF is completed:

1. A Certified Dietitian working in WIC has the choice to complete the nutrition evaluation.
  - The Certified Dietitian can bill Medicaid for reimbursement. Refer to [Health Care Authority Provider Billing Guides](#). Scroll down and select Enteral nutrition to review requirements.

To request this document in another format, call 1-800-525-0127. Deaf or hard of hearing customers, please call 711 (Washington Relay) or email [civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).

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