



Memorandum

#12-101

TO: WIC Regional Directors
WIC Local Agency Directors

FROM: Linda Brumble, Unit Manager
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: September 21, 2012

SUBJECT: *Texas WIC Clinic Assessment Manual* and Participant Form Revisions

Revisions have been made to the *Texas WIC Clinic Assessment Manual* (stock #13-06-11842) and all Participant Forms (WIC-36, WIC-38, WIC-39, WIC-40, and WIC-41). These changes must be implemented by October 1, 2012.

In order to implement the updated risk codes by October 1, 2012, the risk code table in Texas WIN must be download to the clinics on Thursday, September 27, 2012 with end-of-day processing. Please begin using the updated participant forms and WHO growth charts as soon as the clinic computer has an updated risk code table. If the updated risk code table has not been updated by Monday, October 1, 2012, morning, please have staff call the IT Helpdesk at 1-800-650-1328.

The Participant Forms will be distributed to your agency prior to the October 1, 2012 implementation. Please begin using the revised forms on October 1, 2012 (revision date of August 2012) and recycle or discard the current forms (revision date of October 2010).

As soon as you receive the revised *Texas WIC Clinic Assessment Manual*, please discard and replace **all** of the pages in the manual with the new ones. Please continue to use the spine, front cover, and divider tabs of the current manual, as these will not be replaced at this time. Brief descriptions of the revisions are outlined below:

- **Texas WIC Clinical Assessment Manual Copyright Page** – This page reflects a new Copyright © date, as well as a new revision date.
- **Table of Contents** – This page reflects new risk criterion, as well as new revision dates.
- **103 Underweight (Infants and Children)** – The cut-off for birth to less than 24 months is revised to incorporate the new Centers for Disease Control and Prevention (CDC) Birth to 24 months growth charts which are based on the World Health Organization (WHO) growth standards. The *Justification Section* is revised to explain the new cut-off.

- **104 At Risk of Underweight (Infants and Children)** – Risk code 104 was previously titled, “At Risk of Becoming Underweight (Infants and Children).” The word “Becoming” has been deleted to be consistent with CDC terminology. The cut-off for birth to less than 24 months is revised to incorporate the new CDC Birth to 24 months growth charts (based on the WHO growth standards). The *Justification Section* is revised to explain the new cut-off.
- **112 At Risk of Overweight (Infants and Children)** – Previously, this risk criterion was part of risk code 114, At Risk of Becoming Overweight (Infants and Children). The word “Becoming” is deleted to be consistent with the CDC terminology. The cut-off has not been revised. This risk includes parental obesity as an indicator of “at risk of overweight.” The *Justification Section* has been revised to explain the change in terminology. This risk condition is no longer optional to assess.
- **113 Obese (Children 2 – 5 Years of Age)** – Risk code 113 was previously titled, “Overweight (Children 2 – 5 Years).” The terminology has been changed from “Overweight” to “Obese” based on American Medical Association (AMA) and CDC recommendations. The cut-off has not been revised. The *Justification Section* has been revised to explain the change in terminology.
- **114 Overweight (Children 2 – 5 Years of Age)** – Risk code 114 was previously titled, “At Risk of Becoming Overweight (Infants and Children).” The terminology has been changed from “At Risk of Overweight” to “Overweight,” based on AMA and CDC recommendations. The cut-offs have not been revised. The *Justification Section* has been revised to explain the change in terminology.
- **115 High Weight-for-Length (Infants and Children less than 24 Months of Age)** – This risk code is new and has been added to the list of allowed criteria based on a CDC recommendation. Previously there was no criterion for this age group to classify an infant or child with excessive weight-for-length. The cut-off for this criterion incorporated the new CDC Birth to 24 months growth charts (based on the WHO growth standards).
- **121 Short Stature (Infants and Children)** – The cut-off for birth to 2 years is revised to incorporate the new CDC Birth to 24 months growth charts (based on the WHO growth standards.) The *Justification Section* has been revised to explain the new cut-off.
- **122 At Risk of Short Stature (Infants and Children)** – The cut-off for birth to 2 years has been revised to incorporate the new CDC Birth to 24 months growth charts (based on the WHO growth standards.) The *Justification Section* has been revised to explain the new cut-off.
- **152 Low Head Circumference** – The cut-off for birth to 2 years has been revised to incorporate the new CDC Birth to 24 months growth charts (based on the WHO growth standards). The age range for this criterion has been expanded to birth to 2 years (previously it only applied to infants) based on the recommendation for head circumference monitoring in *Bright Futures: Guidelines for health supervision of infants, children and adolescents* (3rd edition, AAP, 2008). The *Justification Section* has been revised to explain the new cut-off.
- **344 Thyroid Disorders** – The *Definition, Justification and Clarification Sections* have been greatly expanded to provide more information about thyroid disorders.

- **351 Inborn Errors of Metabolism** – The *Definition, Justification* and *Clarification Sections* have been greatly expanded to provide more information about inborn errors of metabolism.
- **353 Food Allergies** – All sections of the risk write-up have been revised and updated.
- **354 Celiac Disease** – All sections of the risk write-up have been revised and updated.
- **355 Lactose Intolerance** – All sections of the risk write-up have been revised and updated.
- **401 Failure to Meet Dietary Guidelines for Americans** – All sections of the risk write-up (except the Definition) have been revised and updated as a result of the issuance of the 2010 *Dietary Guidelines for Americans* and the new icon *MyPlate*.
- **501 Possibility of Regression** – Risk criteria 112 “Child At Risk of Overweight,” 113 “Obese Children,” and 115 “High Weight-for-Length (Children less than 24 Months of Age),” are now included in this risk criterion.

Note: In addition to the revisions described above, the following information is included in these risk criteria write-ups:

- A new section, *Implications for WIC Nutrition Services*, highlights the key nutrition education messages for each criterion. This information will also be included in future risk criteria revisions.
- The Instructions for Completing the VENA Family Documentation Tool have also been revised and should be filed under the “Instructions: Completing Forms” tab. For more information regarding the instructions, please refer to Memorandum #12-085 dated August 24, 2012.
- Formula Drop Ship Procedures have now been added to the *Clinic Assessment Manual*. These procedures should be filed under the “Instructions: Completing Forms” tab. For more information regarding the procedures, please refer to Memorandum #12-020 dated March 20, 2012.
- The *Guidelines for Nutrition Assessment* have been revised to clarify the intent of the two year old early sub-certification since participants return to the clinic with benefits in hand.

If you have any questions or require additional information, please contact Tiffany Brown, Training Specialist, Nutrition Education/Clinic Services Unit, at (512) 341-4587 or Tiffany.Brown@dshs.state.tx.us.