Issuance of WIC Lone Star Cards

Purpose

To provide documentation of participation in the WIC Program, provide food benefits and access to the participant's/family's records in the computer system.

Authority

7 CFR Part 246.7

Policy

The local agency (LA) shall issue one WIC Lone Star Card to each new family of WIC participants.

Procedures

I. Before a WIC Lone Star Card or replacement card is issued (refer to Policies CS:05.0, CS:26.0), the applicant shall present appropriate identification as stated in Policy CS:05.0.

II. Once eligibility of a new family is determined, a WIC Lone Star Card is issued and assigned a PAN. The participant shall receive hands-on training in the use of the card and selecting a personal identification number (PIN). As part of the hands-on training, the participant shall select his/her personal identification number (PIN). The clinic staff load the benefits onto the card and a shopping list/benefits receipt will be printed. The participant shall sign the shopping list/benefits receipt. The clinic retains the signed original and the participant takes the signed copy. The participant removes and signs the WIC Lone Star Card.
Texas WIC
Health and Human Services Commission

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III.  LAs shall account for each WIC Lone Star Card received from the state agency and issued to participants through the inventory component of the Texas WIC Information Network (WIN) system.

IV.  Unissued WIC Lone Star Cards shall be kept in a secured area at the clinic/LA.

Guidelines

Refer to the Texas WIN EBT Quick Guide for Clinics for WIN procedures on issuing WIC Lone Star Cards.