Issuance of Contract Infant Formula

Purpose

To ensure that participants needing milk-based and soy-based infant formula receive contract formula.

Authority

State Policy; 7CFR Part 246.10 (c)

Policy

Infants who receive formula shall be issued contract formula except in cases where a contract formula would be contraindicated and an exempt/WIC-eligible nutritional has been prescribed for valid medical reasons. Contract formulas may be issued to participants older than one year of age for valid medical reasons.

Definitions

Infant formula – Also defined as non-exempt formula. A routine formula labelled for use by full term, generally healthy infants. Such formulas include but are not limited to; milk-based, soy-based, low-lactose or added rice starch products.

Primary contract infant formula – The specific infant formula for which manufacturers submit a bid to a State Agency in response to a rebate solicitation and for which a contract is awarded by the State Agency as a result of that bid.

Alternate contract infant formula – Formulas other than the primary contract infant formulas available as a result of a rebate contract awarded by a State Agency.

Exempt Formula-Therapeutic formula intended and labeled for use by individuals with specific medical and/or dietary conditions.
WIC-Eligible Nutritionals – Certain enteral products that are specifically formulated to provide nutritional support for individuals with a qualifying condition, when the use of conventional foods is precluded, restricted, or inadequate. Such WIC-eligible nutritionals must serve the purpose of a food, meal or diet (may be nutritionally complete or incomplete) and provide a source of calories and one or more nutrients; be designed for enteral digestion via an oral or tube feeding (e.g., Pediasure); and may not be a conventional food, drug, flavoring, or enzyme.

Procedures

I. Contract milk-based infant formula - The primary contract milk-based infant formula shall be issued to infants unless:

   A. An infant is already using the contract soy formula and the parent/guardian wants to continue on that formula; or
   B. An infant is experiencing difficulties with the formula and the parent/guardian is requesting a trial with the contract soy formula.
   C. There is a request from the health care provider (HCP) for a different formula for medical reasons, (e.g. protein hydrolysate such as Alimentum for cow’s milk protein allergy).

II. Contract soy-based infant formula – The primary contract soy-based infant formula shall be issued to infants in cases where:

   A. The family follows a vegan (vegetarian, no dairy) diet and requires soy formula; or
   B. There is a strong family preference and/or caregiver request for soy formula; or
   C. There is a prescription from an infant’s HCP for a soy-based formula.

III. Guidelines for handling reported symptoms of intolerance -

   If intolerance to any of the contract formulas is reported, assess
   A. whether symptom(s) of intolerance may be caused by errors in feeding, preparation, and/or storage. If symptoms appear to be due to these errors, provide appropriate counseling.
B. If symptoms appear to be due to a common infant problem such as spitting up, fussiness, constipation, etc., provide appropriate counseling and educational material(s).

C. If a parent/guardian reports symptoms of diarrhea, bloody stools, vomiting, fever, or if an infant has weight loss, poor or no weight gain, a referral shall be made to the infant’s healthcare provider. Document the referral in the participant’s record.

D. A contract formula with prescription may be recommended to address the infant’s symptoms.

IV. Alternate contract formula with prescription

A. An alternate contract milk-based infant formula shall be issued by prescription only, to infants where;
   1. An infant has tried a primary contract formula and is experiencing intolerance symptoms such as but not limited to: colic, gas, constipation, vomiting or diarrhea.
   2. An infant has a medical contraindication which prevents a trial of a primary contract infant formula.

B. Medical Request Documentation
   1. Completion of the Texas WIC Medical Request for Formula/Food form by the HCP permits a one-time request for up to the infant’s first birthday.
   2. If a different form is presented, it can be accepted but the length of issuance, diagnosis and trial of a primary contract formula or medical contraindication must be documented.
   3. Measurements, dietary and medical assessments are not needed to approve alternate contract formulas.

C. Approval Authority
   1. Certifying Authorities (CA) – Any CA may approve requests for contract formulas requiring a prescription.
   2. WIC Certification Specialist (WCS)
      a. If a completed Texas WIC Medical Request for Formula/Food form for an alternate contract formula is presented it may be approved.
      b. If another prescription form is presented or if the form is incomplete, refer the request to a CA for approval.
D. In-State Transfers – If a participant received an alternate contract formula with prescription and transfers to another local clinic in Texas, the gaining clinic may use the RX expiration date available in MIS for future issuance.

V. Issuance of contract formula to a participant older than one year of age requires a prescription, assessment, documentation and approval as described in Policy FD:16.0 Approval of Non-Contract Formulas.

Concentrating (or altering standard dilution of) primary contract formula

A. A request from a prescriptive authority is required for WIC staff to provide instructions for mixing formula to concentrations other than the standard dilution. It is not necessary to contact the state office for approval to provide mixing instructions for contract formula. Document that mixing instructions were provided by WIC staff as requested by the HCP.

B. Mixing instructions for concentrating the contract formulas to 22, 24, 27, and 30 kcal/oz. can be requested from the SA.

C. The maximum amount of formula issued will not be increased due to the reduced volume resulting from concentration.

D. Contact the State Agency for other issues related to formula dilution.