KANSAS WIC POLICY MEMORANDUM
KANSAS-WIC-P-2023-01

TO: Parent and Sub-Agencies

FROM: Dave Thomason
Nutrition & WIC Services Director

DATE: December 19, 2022

RE: Appendix 8: Equipment Guide
ADM 02.03.05 Local Agency General Purchases

Appendix 8: Equipment Guide
The criteria for infant scales was updated to include the requirement that infant scales purchased for WIC should NOT be scales designed for pre/post feed weight analysis. WIC does not encourage the practice of pre/post feed weights as they do not give a full picture of milk supply. Caregivers should be educated (and infant assessed on) other indications of adequate healthy milk intake such as wet/dirty diapers, weight gain in the appropriate amount per day or week, baby hitting milestones and being alert and responsive, etc.

We also increased the high end of the approximate allowable cost range on the infant scales to from $450 to $500 after doing a search for some average prices from a few supply distributors.

ACTION REQUIRED: Refer to Appendix 8: Equipment Guide before making purchases of equipment.

ADM 02.03.05 Local Agency General Purchases
Policy ADM 02.03.05 Local Agency General Purchases has been revised to clarify procedures about purchases such as scales. While $1,500 is typically the value at which an item must be requested from the SA prior to purchase, information in Appendix 8: Equipment Guide supersedes that $1500 limit in this policy. For example, there are guidelines established on scale requirements. If those criteria are not met, the scale may not be purchased even if the cost is less than $1,500.

ACTION REQUIRED: Refer to Appendix 8: Equipment Guide before making purchases of equipment.
If you have any questions regarding this memo, please contact the state staff member assigned to your agency.