KANSAS WIC INFORMATION MEMORANDUM
KANSAS-WIC-I-2023-03

TO: Parent and Sub-Agencies

FROM: Dave Thomason
Nutrition & WIC Services Director

DATE: December 19, 2022

REMINDERS:
November Affidavits due December 20
Breastfeeding Peer Counselor Quarterly Report 1 due January 20
December Affidavits and Quarter 1 Time Studies due January 20

SAVE THE DATES:
January 11, 2023 - Zoomin’ with WIC Coordinators Meeting
January 24, 2023 – WIC Advisory Committee Meeting
(Insert Required or Important Dates of future trainings, conferences, etc)

RE: KWIC Release 4.8-Uninstall Production Application
Separation of Duties
Survey
Nutrition Education Surveys—Results
Zoomin’ TodaysBaby Program and Research Study
Wichealth.org Local Agency Satisfaction with WIC Coordinators
Breastfeeding Peer Counselor Quarterly Report 1
Hale’s Medications & Mother’s Milk 2023 Book for LA’s
KDHE Newborn Screening Collaboration with WIC
Required USDA WIC Breastfeeding Training: 2023 Dates and Registration Info
USDA Proposed Food Rule
Anthropometric Measures Reminder for Remote and Beyond
WIC Advisory Committee – Call for Agenda Items (1/24/23)
State Staff Changes – Departure of Emily Brinkman
Educational Opportunities

Happy Holidays!
KWIC 4.8 Release-Uninstall Production Application

To all Local Agencies, Clinics, Health Departments, any other KWIC users and all the devices that have KWIC application.

On January 13, 2023, we are going to start our first KWIC application update with CDP, called Release 4.8. To be successful we need to uninstall the old version of the KWIC app and reinstall the new version (Instructions of the new link will be sent out separately).

Please make sure you have the authority to complete the uninstall process. If not, contact your IT department soon to advise them of the need for this process.

The new link and the reinstall instructions will be sent out on January 15, 2023. KWIC should then be reinstalled the next day of business.

If you don’t receive an email with the new link and instructions, please contact Jhonny.olaya@ks.gov or your LA lead immediately.

ACTION REQUIRED: See attachment

Separation of Duties

Our policy PRI 06.01.00 Separation of Duties indicates the staff person who determines income eligibility cannot be the same staff person who determines nutritional risk. When this occurs due to short staffing or remote services where separation of duties cannot occur, there will be an entry on the weekly report. It has come to our attention that despite staff splitting these responsibilities, we will still see a report entry when the staff member who inputs the income also selects “Complete WIC Certification”. If possible, please ensure that the staff member who determines nutritional risk is the one who is completing the certification to not have an entry on the weekly report.

ACTION REQUIRED:
Notify all staff members who conduct WIC certifications. CPAs should be selecting “Complete WIC Certification” rather than the clerk to avoid entries on weekly Separation of Duties report.

TodaysBaby Program and Research Study

Kansas WIC is excited to announce that we will be participating in the TodaysBaby Program and Research Study in Spring 2023! The TodaysBaby Program is a free video and educational message program that has been developed specifically for English and Spanish speaking WIC clients by researchers from Boston University, Washington University in St. Louis, and the University of Virginia. TodaysBaby has been designed to improve adherence to the American Academy of Pediatrics’ recommendations around infant feeding and safe-sleep practices. The TodaysBaby program includes short videos and text messages provided to WIC clients beginning in their 34th week of pregnancy and continuing until their infant reaches 6 months of age. The program has been designed to augment the education clients are already receiving from Kansas WIC.
The program is designed to be hands off for WIC staff, so all staff will need to do is promote the program to clients with the free materials TodaysBaby will send out. Clients will be able to choose whether to sign up and can opt out at any time. Clients who participate in TodaysBaby will be asked to complete periodic electronic surveys and respond to text messages throughout their participation in the TodaysBaby program. Participants will be reimbursed for their time up to $50 in total for completing surveys. Reimbursement is in the form of electronic gift cards to national retail chain stores.

We will be holding an informational webinar on the TodaysBaby program on January 26, 2023 from 11-12 CST. Join using the following link:
https://bostonu.zoom.us/j/99061016708?pwd=WW5hR0N4ZXAzdmpxMVI2ZJhbEtFQT09

**ACTION REQUIRED:** Share with staff as desired and use the link above to join if interested in learning more (the webinar will be recorded for those who cannot attend live).

- [Wichealth.org Local Agency Satisfaction Survey](#)

**ACTION REQUIRED:** [Click here to take the LOCAL partner satisfaction survey](#) Please share with clerks and CPAs.
Nutrition Education Surveys—Results

The results for the nutrition education materials surveys that were open to CPAs and coordinators to complete between September 2–23 and clients to complete between October 6–November 6 are linked below. Top responses and themes from the open-ended questions are attached to the December I-memo email, with the titles “Local Agency NE Survey Feedback” and “Participant NE Survey Feedback.”

Click the below links for results from each survey:

- Kansas WIC Nut Ed Survey (RNs and RDs)
- Kansas WIC Nut Ed Survey (Coordinators)
- Nut Ed Survey (Participants)
- Spanish Nut Ed Survey (Participants)

“A lot of our WIC clients are younger and social media/internet devices/apps are their means of finding information. Adding links to LaLeche League, as well as USDA WIC, sources for breastfeeding, recipes using WIC foods, and any other information at their fingertips will be used more than paper education with many people of the younger age groups. We have too much paper information that they simply won’t read and is wasting our resources.”

Staff Survey Respondent

The substantial feedback provided by staff and clients will help guide the Kansas WIC program as we update current nutrition education handouts and expand options to provide more digital resources. The goal is not to replace physical handouts but rather approach distribution of materials from a client-centered perspective, offering clients the option of physical or digital materials.

Developing materials that are culturally appropriate, available in multiple languages, and accessible to those with low literacy is a priority for the Kansas WIC program, as well. We will continue investigating gaps in our available nutrition resources and work toward diversifying and improving the content.

ACTION REQUIRED: Review the SurveyMonkey results and attached PDFs with local agency and participant feedback. Share with appropriate staff. Contact your Kansas WIC nutrition education specialist at Danica.Pelzel@ks.gov or 785.296.0094 with questions or additional feedback.

Zoomin’ with WIC Coordinators

Wednesday, January 11, 2023 2-3pm

WIC Coordinators are invited to join this Zoom meeting as a way to have a conversation with your peers about how you operate WIC. After brief updates from the Kansas WIC Director, David Thomason, the floor will be open to talk amongst yourselves about whatever you would like to.
Want to know what others are doing? This is the place to ask! You can join using computer audio and webcams, but if you don’t have the technology, you can simply join by phone. To limit the number of people, only WIC Coordinators are invited to join. A recording will not be sent out if you don’t attend the meeting.

**ACTION REQUIRED:** WIC Coordinators, if you would like to join, please use the link below when it’s time to join:

Join Zoom Meeting  
https://us02web.zoom.us/j/82352138168
Meeting ID: 823 5213 8168
Passcode: UXD4Y7
One tap mobile  
+13092053325,,82352138168#

To call in with audio only: Dial the following number  
+1 312 626 6799
Meeting ID: 823 5213 8168
Passcode: 353873

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**Breastfeeding Peer Counselor Quarterly Report 1**

This is a reminder to please submit the 1st quarter BFPC quarterly report by January 20, 2023.

**ACTION REQUIRED:** Submit the report to Casey Florea at cassandra.florea@ks.gov.

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**Hale’s Medications & Mother’s Milk 2023 Book for LA’s**

The SA is purchasing one copy of Hale’s Medications & Mother’s Milk 2023 edition for each local agency. They will start shipping soon, so look for their arrival. No need to purchase this resource yourself this year!

**ACTION REQUIRED:** Watch for this to arrive in the mail. Share location with all staff and be sure everyone who works with breastfeeding mothers is using this book as a reference when discussing medications she is on (however, do keep in mind that it is not within most staff’s scope to give a definitive answer on whether medications are or are not compatible with breastfeeding — this book can be used to start a discussion, but ultimately mothers should talk to their physicians about contraindications to breastfeeding). For questions, contact Casey Florea at cassandra.florea@ks.gov.

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**KDHE Newborn Screening Collaboration with WIC**

KDHE Newborn Screening tracks infants until the newborn screens are complete with a confirmed or within normal limits diagnosis. A couple infants a month do not complete the screening process
and KDHE often has difficulty locating the families or primary care physicians. It is important to ensure that the babies are healthy and can hear to avoid delays. We have found that many of these children are being seen at the local WIC/Health Departments. Through access to the WIC database, KDHE can collect the most current information or contact the WIC office indicating that the screens have not been completed. Because participating families visit the WIC offices often, the staff create a relationship with the families. Recently you may have seen in a few patients’ record a note that “the child needed a hearing screen/rescreen or a repeat blood screen.” Going forward, instead of a note in KWIC, the KDHE Newborn Screening team will send an email to the WIC coordinator to alert the office that the child has not completed the newborn hearing screen. To ensure that the family is aware of the non-normal blood screen, educate and emphasize the importance of screen and getting the rescreen complete. If the WIC office has hearing screening equipment and would screen the child while they have them in the office, that would be very helpful. It is also a great time to remind the parents of the importance of completing the screens. Information to share with the families will be provided. The Newborn Screening team appreciates your partnership!

**ACTION REQUIRED:** If a member of the KDHE Newborn Screening team contacts the clinic identifying a client that needs to complete the screening process, reach out to the caregiver to emphasize the importance of completing this process and assist with either screening in clinic or determine where to go to do the screening. Questions can be directed to Liz Schardine with the KDHE Newborn Screening team at elizabeth.schardine@ks.gov.

### Required USDA WIC Breastfeeding Training: 2023 Dates and Registration Info

Kansas WIC, in collaboration with the Kansas Breastfeeding Coalition, will continue to offer the new USDA WIC Breastfeeding Training. As a reminder, it is a requirement from USDA that all WIC staff complete this training (the levels that everyone is required to take depends on their role within WIC – please see the chart below for reference). The trainings build upon each other, so when registering please make sure that you have completed the preceding levels first. Those that completed part of their required trainings in January and February of this year will be able to pick back up where they left off (ex: if you completed level 1 already, you may register for level 2, 3, and 4 now). **Note:** This is a one-time training. If you completed this training (through the required level for your role with WIC), you **DO NOT** have to repeat it in 2023!

For each of the levels (except for level 1), there are multiple days required to complete the full level. **Only register for the dates if you can attend ALL sessions in the selected group.** Please select a different series of dates if you are not able to attend all in the series. Recordings will not be available. Please hold these times so you do not add something to your calendar that interferes with the dates in the selected group. **Once you have started a level, you must complete all sessions within that level.** Please plan accordingly to complete the sessions as scheduled.

You may not transfer to another session group after beginning a session (in the event of an emergency that prevents completion of the group you are registered in, contact Casey Florea, SA Breastfeeding Coordinator, to discuss options for completion).

Registration link (each person must register individually even if watching the training with a group) - [https://www.surveymonkey.com/r/Spring23KSWICClasses](https://www.surveymonkey.com/r/Spring23KSWICClasses)
<table>
<thead>
<tr>
<th>Training Level</th>
<th>Number of Sessions</th>
<th>WIC Staff Required to Take This Level</th>
<th>Available Dates</th>
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</table>
| 1              | One 4-hour class (must complete before taking level 2) | ALL WIC Staff (this also means part time staff including BFPC and consultant RDs) | - Tues, Jan 31; 8 am-12 pm  
- Wed, Feb 1; 8 am-12 pm  
- Mon, Feb 27; 8 am-12 pm |
| 2              | Four 4-hour weekly classes | Breastfeeding Peer Counselors, RNs, RDs (including consultants), and DBEs | - Feb 7-Feb 28 (every Tues); 8 am-12 pm  
- Feb 8-Mar 1 (every Wed); 8 am-12 pm  
- Mar 20-Apr 10 (every Mon); 8 am-12 pm |
| 3              | Two 4-hour weekly classes | RNs, RDs (including consultants), and DBEs | - Apr 4-Apr 11 (every Tues); 8 am-12 pm  
- Apr 17-Apr 24 (every Mon); 8 am-12 pm  
- Apr 19-Apr 26 (every Wed); 8 am-12 pm |
| 4              | One 4-hour virtual class AND one 8-hour in-person class* | WIC Designated Breastfeeding Experts (DBEs) | - Tues, June 6; 8 am-12 pm (virtual class) AND Tues, June 13; 8 am-5 pm (with a 1-hour lunch – in-person class in Salina – exact location TBD) |

**ACTION REQUIRED:** For WIC staff that have not already completed the USDA WIC Breastfeeding Trainings (through the level required for their position with WIC), use the registration link to sign up. For staff that need to complete the training but do not receive I&P Memos, please forward registration information as desired. For questions on the training or requirements, contact Casey Florea (cassandra.florea@ks.gov).

**USDA Proposed Food Rule**

The USDA released a new proposed food rule to update the WIC food packages and has begun accepting public comments. The commenting period will run through February 21, 2023. The evidence-based proposal incorporates many of the recommendations made by an independent review panel of the National Academies of Sciences in 2017, enhancing the value of the food package for participants while targeting key under-consumed nutrients. Proposed changes include making the recent increase in WIC’s fruits and vegetable benefit permanent, increasing flexibility in package size and substitutions, introducing seafood across child and adult food packages, and incorporating new cultural options and enhancing cereal standards to boost whole grain intake. NWA held a webinar with slides that highlight the key changes in each food category.

All members of the WIC community—including WIC staff, participants, and community partners—are strongly encouraged to submit a public comment and have your voice heard. NWA has launched a comment platform to support your efforts, including simple template language and additional resources detailing the proposed changes.
ACTION REQUIRED: Review the USDA proposed food rule and submit comments. Inform clients they can also provide feedback.

Anthropometric measures – Reminder for Remote and Beyond

We want to provide this reminder even though we are getting close to the end of the pandemic waivers. Policy [CRT 03.09.00 State of Emergency Remote Certification](#) instructs staff to obtain Anthropometric Measurements, if possible. Pre-pregnancy Weight, Weight at Delivery and Infant Birth Measures are always available and should be entered, even though the Certification Guide displays Anthropometric Measures as “Optional”.

If you are seeing clients in person, certainly you should be doing a full assessment and entering appropriate anthropometric measures even though the Certification guide link displays “Optional”.

Going forward after you are no longer doing remote certifications, when you open the Anthropometric screen, notice if the birth measures are missing for an infant. If missing, add them. Remember to change the measurement date to the date of birth!

ACTION REQUIRED: Enter anthropometric measures as described even though the Certification Guide Measures link displays as “Optional”.

WIC Advisory Committee – Call for Agenda Items (1/24/23)

The next WIC Advisory Committee conference call is Tuesday, January 24, 2023 at 9:00 AM. Please submit agenda items to your WAC representative or Patrice Thomsen by January 13. You can find your representative name and contact information on the [WIC Advisory Committee page of the Kansas WIC website](#). As a reminder, questions about policy implementation should be directed to your agency’s assigned state staff member. Alternates are also invited, but may choose not to attend, unless notified that your Representative will not be attending. The facilitator for the January call is Mookie Holmes, from Wyandotte County. This meeting is the changeover meeting in which departing and new members both participate.)

Agenda items so far

- Normal Standing items, e.g. NWA report, Director’s Update, KWIC Update
- USDA Proposed Food package Rule Changes
- Feedback – what would be a good way to change KWIC to draw staff attention to deceased infants/children? Miscarriage?
- LA staffing difficulties

ACTION REQUIRED: Read minutes. Submit any agenda items by January 13.
With great regret, we announce that Emily Brinkman has taken a different position. Her last day at the State Agency was Friday, December 9.

**ACTION REQUIRED:**
- For breastfeeding/breast pump questions, please contact Casey Florea (Cassandra.florea@ks.gov) or 785-296-0752.
- For direct ship formula questions, please contact Danica Pelzel (Danica.pelzel@ks.gov) or 785-296-0094.
- If you are a local agency assigned to the Management evaluation team of Emily and Linda Spiers, and have questions about:
  - Nutrition – contact Patrice Thomsen at Patrice.thomsen@ks.gov or 785-296-1189.
  - Administration – contact Linda Speirs at Linda.Spiers@ks.gov or 785-291-3134.

We will be soon recruiting for this Breastfeeding Coordinator position (and the vacant Training Coordinator position.) Contact Patrice Thomsen for more information.

**Educational Opportunities**

**Kansas Nutrition Council Annual Conference** – Save the Date. Conference April 27, 2023, Wichita (Wichita State University). Pre-conference Event April 26, 2023

**Kansas Academy of Nutrition and Dietetics Annual Conference** – Save the Date. Thursday, April 13 (evening) and Friday, April 14 (all day). **Location:** WHOVA Virtual Platform

If you have any questions regarding this memo, please contact the state staff member assigned to your agency.

**Items provided as separate documents:**

Local Agency NE Survey Feedback
Participant NE Survey Feedback