TO: Parent and Sub-Agencies

FROM: Dave Thomason
Nutrition & WIC Services Director

DATE: January 18, 2023

REMINDERS:
January 20  December 2022 Affidavits due
January 20  Qtr. 1 Time Studies due

SAVE THE DATES:
January 26  Making Every Bite Count When Nourishing the Younger Generation @ 12pm CST (webinar sponsored by the Beef Council) 1 FREE CPEU for dietitians
January 27  wichealth’s January Coffee Talk @ 12:30 CST

RE:
IRS Standard Mileage Rate for Calendar Year 2023
Corrected Affidavit of Expenditures
Brush Art — Temporary Low Inventory
Anticipated Ending Dates for Formula Substitutions
Required USDA WIC Breastfeeding Training – 2023 Dates and Registration Info -CFNEW
wichealth Lessons
NEW wichealth Triage Tool
Educational Opportunities

IRS Standard Mileage Rate for Calendar Year 2023

Effective January 1, 2023, the maximum allowable mileage reimbursement for privately owned automobiles changed for business miles driven. The maximum WIC reimbursement allowed for Calendar Year 2023 will be $0.655 per mile. Each Local Agency’s affidavit spreadsheet should reflect what their agency allows up to this new maximum amount. Please check the affidavit and change as necessary.
**Corrected Affidavit of Expenditures**

Thanks to reports from several Local Agencies, we identified some formula errors on the updated Affidavit of Expenditures template on our website. The Affidavit has been corrected and is available for download. It can be found in the Forms / Administrative Materials section of the WIC website. This revision includes corrections to the “PTO paid by WIC” on the Hours tab. It now properly flows to the General Admin column on the Affidavit Page 1 tab.

As a reminder, when submitting affidavits and other fiscal documents, please label them with the file name of: Local Agency, month and year, and item being submitted. This helps us keep better track of the many documents we receive.

**ACTION REQUIRED:** Please notify all staff who are involved with providing affidavits to the WIC Program. If you have questions, please contact Linda Speirs at linda.speirs@ks.gov.

**Brush Art — Temporary Low Inventory**

Some of Kansas WIC’s materials through Brush Art are temporarily low. Printed stock should be replenished by early February. If your agency has sufficient product to last for a couple months, please wait until mid-February to order. If your agency needs a product sooner and is receiving an “invalid quantity” message when attempting to order, try ordering less product. If your agency is unable to order any product through the Brush Art website and your supply will not last a couple months, please email Danica.Pelzel@ks.gov for assistance.

**ACTION REQUIRED:** Please share with staff who are involved in ordering Brush Art materials.

**Anticipated Ending Dates for Formula Substitutions**

- We would like to provide you with the following updates on formula flexibilities for contract formulas, i.e. Similac Advance, Similac Sensitive, and Similac Total Comfort.
  - We expect to be able to substitute alternate sizes and forms of Similac Advance, Similac Sensitive, and Similac Total Comfort products for redemptions made on/prior to **April 30, 2023**.
  - We can substitute other brands for Similac Advance, Similac Sensitive, and Similac Total Comfort redeemed on/prior to **February 28, 2023**. If the Similac product is available, clients should be purchasing the Similac product as listed on their benefits. We anticipate this will be the last extension on competitive products.
Abbott is discontinuing all sizes of powdered Similac for Spit Up. Similac for Spit Up 2 oz RTF will be manufactured but as an institutional only item, so not available to WIC. We will provide more information in the February I-Memo, but Enfamil AR may be issued with a Special Issuance Authorization and appropriate diagnosis. We are still assessing if the other brands of Added Rice starch formula will continue to be approved.

Lastly, specialty infant formula remains a concern as the timeline for sustained improvements in the availability of these products is difficult to predict. USDA FNS continues to support maximum flexibility to assist WIC participants in obtaining specialty formula and is extending the following waivers through June 30, 2023, or 60 days after the expiration of the COVID-19 major disaster declaration in the affected area, whichever is earlier. Therefore Kansas will be able to continue with the formulas and substitutions listed in the Temporary Formula Substitution List until at least that time.

**ACTION REQUIRED:** Notify all staff. Continue efforts to remind clients to buy the contract formula listed on their benefits if available. Watch for more information in mass emails and/or the February I-memo.

**Required USDA WIC Breastfeeding Training-2023 Dates and Registration Information**

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).

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 Peer Counselor, 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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</thead>
</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).

**NEW wichealth Lessons**

Powerful Proteins – So Much More Than Meat

While all protein foods are important for health and growing bodies, some come with extra perks! This lesson includes tips to offer your family a variety of protein foods while on a budget. Find this lesson in the **Choosing Healthy Foods** category. Visit [wichealth – On Demand](#) to learn more about the lesson.

Taking Care of You After Baby Arrives

Be your healthiest self after baby arrives. Learn how mental health, sleep, nutrition, and physical activity affect each other. Know what you can do to start feeling your best, one small habit at a time. Find this lesson in the **Pregnancy And Baby’s First 6 Months** category. Visit [wichealth – On Demand](#) to learn more about the lesson.

Note that staff must log into their wichealth accounts to watch the On – Demand videos. For a staff account, [click here](#).

An updated **Get Started Lesson Guide** with the new lessons included is available on the [wichealth.org Resources page](#) on the KDHE website. Download the Word document for the highest resolution.
**ACTION REQUIRED:** Share with staff who assist clients with wichealth. While staff are NOT required to watch the On – Demand webinars, we encourage staff to watch them. Please replace any printed or saved lesson guides with the new version.

### NEW wichealth Triage Tool

Help participants find the “right lesson for them” more quickly. The triage tool shows up once a participant chooses to take a lesson. The participant has the option to use the guide for help or browse on their own. If they agree to the support, they will be asked one to four questions that will narrow down the list of lessons wichealth offers. They can choose one of the recommended lessons, or they will have the option to browse on their own again. See how the triage feature works here! Staff can also login to their wichealth support accounts to interact with the tool to see how it works. For a staff account, click here.

**ACTION REQUIRED:** Share with staff who assist clients with wichealth. Send any feedback on the new triage tool to your state nutrition education specialist at Danica.Pelzel@ks.gov, and she’ll pass the feedback along to the wichealth team.

### Educational Opportunities

The **2023 NWA Annual Education and Training Conference and Exhibits** will be held in San Diego, California, **May 1 - 4, 2023**. Hybrid format – in-person and virtual. For more information, click here.

The following is a repeat of the mass email sent by Danica Pelzel on January 11, 2923

**Happy New Year!**

With the start of a new year, we encourage you to reflect on areas where you would like to build your knowledge and skills. To help you, we have compiled the below list of professional development and continuing education opportunities. If you’re interested in another topic that isn’t included below, please let your state agency lead know, and we’ll try to find resources to help you meet your educational goals. (Note that only the January 26th webinar under “For nurses and dietitians” is date specific.)

**For all WIC staff**

- [Saving the Children: The Story of WIC](#) (26 min video, great for new staff)
- [WIC Customer Services Training Series](#) from the Arizona Dept of Health Services (several 1–5 min videos)
- [Food Package Update Rule Webinar](#) from the National WIC Association
- [Hints and Tips for Working with an Interpreter](#) from the Australian Dept of Home Affairs
- [Health Equity Guiding Principles for Inclusive Communication](#) from the CDC
For breastfeeding support staff

- [Michigan Breastfeeding Network Webinars](FREE nursing, lactation, and dietetic continuing education hours)
- [ABM Clinical Protocol #36: The Mastitis Spectrum, Revised 22](journal article)*
  - Highly recommended read for staff who provide breastfeeding education to clients
- [Motivational Interviewing Tips When Using Interpreters](from Molly Kellogg)

For nurses and dietitians

- [2020–2025 The Dietary Guidelines for Americans](We recommend that nurses and dietitians are familiar with the guidelines in chapters 2 and 5 on infancy/toddlerhood and pregnancy/lactation.)
- [Ellyn Satter Webinars](FREE CPEUs for dietitians)
- [Oldways Webinars](The second half of the Early Infant Feeding webinar provides great tips on how to introduce common allergens.)
- [Breaking the Cultural Code: How to Counsel the Hispanic Population](FREE ethics CPEU for dietitians)
- [Dietetics Preceptor Training Program](from AND (8 FREE CPEUs for dietitians)
  - Staff other than a dietitian may be able to serve as a dietetic preceptor. Check with the internship program.
- [Complementary Feeding Methods—A Review of the Benefits and Risks](journal article)*
- [Diet Reviews](from Harvard T.H. Chan School of Public Health)
- [Jan. 26th at noon Making Every Bite Count When Nourishing the Younger Generation](webinar (1 FREE CPEU for nurses and dietitians)
  - This webinar is sponsored by the Beef Council.)

For dietitians

- [AND Standards of Practice and Standards of Professional Performance for RDNs in Public Health and Community Nutrition](journal article)*
- [Credit for Serving as a Dietetic Preceptor](max of 3 CPEUs per yr for dietitians)

*Peer-reviewed journal articles can count as 0.5 CPEUs for dietitians.

ACTION REQUIRED: Use information as desired.

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