

Subject: Mid-Certification

References: 7CFR 246.7 (g) (1); 7CFR 246.11(e) (3); USDA Guidance for Providing Quality WIC Nutrition Services during Extended Certification Periods, August 2011.

Policy: Participants with a certification period greater than 6 months require a mid-certification assessment.

Purpose: To ensure participants certified for a period greater than 6 months continue to receive quality nutrition services and education.

Procedures:

- Timing of mid-certification appointment by category:
 - Infants: around 9 months of age
 - Children: 6th month of certification (5-7 month time frame)
 - Breastfeeding women: 6th month of certification *or* with infant's mid-certification appointment
- To ensure that health and nutrition services are not diminished by an extended certification period, the mid-certification assessment must include:
 - Anthropometric measurements
 - Bloodwork (follow WIC bloodwork schedule, [Section 5.3](#), Nutritional Risk Assessment.
 - Update health and nutrition assessment – an abbreviated assessment is necessary to identify any major changes in health status. It includes:
 - Review information obtained at last certification to adequately compare previous and current screenings, nutrition education and referrals.
 - New concerns of participant
 - New medical diagnosis
 - Changes in eating pattern/food intake
 - Changes in physical activity
 - Check on immunization, if appropriate
 - Nutrition counseling or education
 - Food package review and change, if needed
 - Breastfeeding promotion and support
 - Referrals, if needed

Use the [Mid-Certification Assessment Questions](#) as a guide.

- The following components **are not required** at mid-certification:

- Proof of income
 - Proof of address
 - Proof of ID
 - Physical presence
 - Reviewing WIC Rights and Responsibilities
- If a mid-certification appointment is missed, local agency staff may issue only one month of benefits and reschedule the mid-certification appointment for the following month.

Guidance:

- Schedule infants' mid-certification at, or after, the "9 month birthday" to correlate with the WIC bloodwork schedule, [Section 5.3](#), Nutritional Risk Assessment.
 - Bloodwork must be done *at or after* nine months of age.
 - In the very rare occasions when an infant's mid-certification occurs before they are nine months of age, *do not test the blood at the mid-certification*. Instead, do bloodwork at the next certification (usually at approximately one year of age).
- Participants certified for a period of 6 months or less do not require a mid-certification. However, CPAs should follow-up on ht/wt/hgb measurements based on the individual's nutrition and health status. For example, a premature infant certified at 6 months of age could benefit from a hgb measurement and evaluation around 9 months of age.
- Use this mid-certification appointment time to verify address & phone number.