

Food Prescription 3B – FPIII & Children/Women – WINNIE Online Training Module

REVISED JULY 2025

Introduction

Intro

This online training module is provided by the Minnesota (MN) Department of Health WIC Program. It provides an overview of Food Package III for children and women in WINNIE, the MN WIC Information System.

Date

All dates in this module are based on today's date being October 14, 2023.

Food Package III & Children

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Overview 1

Children 1 year and older approved for Food Package III can receive special formula or contract formula along with the foods provided in Food Package 4.

They can also receive higher fat milk and yogurt.

Lastly, we can replace breakfast cereal with infant cereal and the cash-value benefit (or CVB) with the infant jarred fruits and vegetables.

Overview 2

Like infants, Food Package III is predicated on the child having a qualifying medical condition and the alternative food items being prescribed by their Health Care Provider along with the appropriate Medical Documentation.

<Transition Slide>

<screen description – no audio> Slide transition to Search page.

Scenario 1

Mia Kulpa is a 3-and-a-half year old child who is being certified.

She was high risk during her previous certification and has a Medical Documentation Priority Alert.

Double-click on Mia’s card to open her Participant Folder.

<Waiting>

<screen description – no audio> Working...please wait and spin icon display.

Alert 1

Mia is approved for Pediasure Grow and Gain through December 2023, as well as whole milk and yogurt.

Since we will be modifying the food prescription at the tail-end of the cert, let’s jot this down.

Go ahead and close the alert.

Cert 1

Minimize the Clinic Actions then start the cert.

Cert 2-3

<no audio> Start the Certification.

<Waiting>

<screen description – no audio> Spin icon displays.

<Transition Slide>

We’ll complete some of the cert requirements...

<screen description – no audio> Slide transitions to Income page.

Cert 4

Open Health Information.

<Waiting>

<screen description – no audio> Spin icon displays.

FPIII Verified Date 1

Using the Calendar Control icon in the Food Package III Verified Date field, update the date, and save the change.

FPIII Verified Date 2-3

<no audio> Use the Calendar Control icon to update the Food Package III Verified Date and Save.

<Waiting>

<screen description – no audio> Spin icon displays.

Risk Factors 1

Go ahead and select Risk Factors.

<no audio> Select Risk Factors from the sidebar.

Food Package III 1

Mia has high-risk risk factors and is high risk as is required for Food Package III.

Open the Food Prescription page.

<Waiting>

<screen description – no audio> Working...please wait and spin icon display.

Food Package III 2

WINNIE created a food package for today as well as for her 4th birthday, which is not an age category change at this time.

Collapse the 2/24/24 food package.

<Transition Slide>

We're just going to slide this up a little...

Food Package III 3

For children, we can issue Food Package 4 and the special formula.

Let's grab our sticky note and finish creating Mia's food prescription.

Go ahead and add the formula first.

Follow any cues that display. Click anywhere for hints.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

<audio – hint> Click the Add button.

Food Package III 4

<no audio> Add the special formula. Follow any cues that display. Click anywhere for a hint.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

<audio – hint> Click the Base Food Category dropdown.

Food Package III 5

<no audio> Add the special formula. Follow any cues that display. Click anywhere for a hint.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

<audio – hint> Select Formula.

Contract Formula 1

Remember, we can issue contract or special formula to children.

Go ahead and click the Food Item dropdown.

Contract Formula 2

Notice, the contract formulas in this list all have CHILD after the formula name.

OK. Continue adding the special formula. Click the Formula Type dropdown.

Food Package III 6

<no audio> Add the special formula. Follow any cues that display. Click anywhere for a hint.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

<audio – hint> Select Special Prescription.

Food Package III 7

<no audio> Add the special formula. Follow any cues that display. Click anywhere for a hint.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

<audio – hint> Click the Food Item dropdown.

Food Package III 8

<no audio> Add the special formula. Follow any cues that display. Click anywhere for a hint.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

Click below the scrollbar.

Food Package III 9

<no audio> Add the special formula. Follow any cues that display. Click anywhere for a hint.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

<audio – hint> Select PediaSure Grow & Gain (8 oz. - 6 pks RTF any flavor).

Food Package III 10

This message displays if a special prescription already exists for the food item we've selected.

It asks if we want to use the existing prescription and provides the Start and End Dates for that prescription.

Food Package III 11

We click Yes if the existing prescription has the **same** End Date.

We click No if we want to create a new prescription with a **different** End Date.

Continue. Click the correct button.

Food Package III 12

Don't use spin arrows.

<no audio> Add the special formula. Follow any cues that display. Click anywhere for a hint.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

<audio – hint> We are only providing 11-6 packs. Double-click the 18 in the Quantity field to highlight it.

Food Package III 13

<no audio> Add the special formula. Follow any cues that display. Click anywhere for a hint.

<no audio> 11 x 6 pk Ped G&G-12/23; Whole milk/yogurt

<audio – hint> We are providing 11-6 packs. Type 11.

Food Package III 14

This time let's click the OK button on the Special Prescription Item card to save the formula since there are other changes we want to make to the default food package.

Food Package III 15

Next, we need to change the milk and yogurt to whole fat options.

Start with yogurt then milk. Double-click to edit. Follow any cues that display. Click anywhere for a hint.

<audio – hint> Double-click the Yogurt row.

Food Package III 16

<no audio> Update the yogurt then milk. Double-click to edit. Follow any cues that display. Click anywhere for a hint.

<audio – hint> Click the Food Item dropdown.

Food Package III 17

If a child is designated as Food Package III, higher-fat milk options will also display for children 2 and older.

Continue updating her food package.

<no audio> Update the yogurt then milk. Double-click to edit. Follow any cues that display. Click anywhere for a hint.

<audio – hint> Select Yogurt (any WIC-allowed).

Food Package III 18

<no audio> Update the yogurt then milk. Double-click to edit. Follow any cues that display. Click anywhere for a hint.

<audio hint> Double-click the Milk row.

Food Package III 19

<no audio> Update the yogurt then milk. Double-click to edit. Follow any cues that display. Click anywhere for a hint.

<audio hint> Click the Food Item dropdown.

Food Package III 20

<no audio> Update the yogurt then milk. Double- click to edit. Follow any cues that display. Click anywhere for a hint.

<audio hint> Select Whole Milk.

Food Package III 21

Don't use spin arrows.

<no audio> Update the yogurt then milk. Double- click to edit. Follow any cues that display. Click anywhere for a hint.

<audio – hint> We are over the maximum allotted for milk. Double-click the 18 in the Quantity field to highlight it.

Food Package III 22

<no audio> Don't use spin arrows.

<no audio> Update the yogurt then milk. Double- click to edit. Follow any cues that display. Click anywhere for a hint.

<audio – hint> We are over the max by 4. $16 \text{ minus } 4 = 12$. Type 12.

Food Package III 23

<no audio> Update the yogurt then milk. Double- click to edit. Follow any cues that display. Click anywhere for a hint.

<no audio> Click the Save button.

<Transition Slide>

We've completed creating Mia's Food Package III prescription.

<screen description – no audio> Slide transitions to Topic Page.

Infant Foods & FPIII Children

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Infant Foods & FPIII Children

<Transition Slide>

<screen description – no audio> Slide transitions to Pete Moss's Food Prescription page in Certification Mode.

Infant F/V & Cereal 1

Let's take a look at issuing infant foods to a child.

We are certifying Pete Moss, a 14-month-old high-risk child receiving a special formula and who has been approved to receive infant foods instead of the cash-value benefit and breakfast cereal.

Infant F/V & Cereal 2

In WINNIE, we must first delete the food item that is being replaced because the Base Food Category validations will not allow us to add until we have an amount available that can be allocated, which we learned earlier.

However, infant fruits and vegetables and cereal do not share a base food category with cash-value benefits or breakfast cereal, the food items they are replacing.

Infant F/V & Cereal 3

If the food items aren't part of the same Base Food Category, a validation cannot occur to assess whether we are exceeding the maximum.

This is when it becomes a best practice, not just a system requirement, to delete first and then add the new food item to ensure that we do not unintentionally over-issue.

Let's see what could happen if we don't follow best practice.

Go ahead and add the infant fruits and vegetables. Click anywhere for a hint.

<audio – hint> Click the Add button.

Infant F/V & Cereal 4

<no audio> Add the infant fruits and vegetables. Click anywhere for a hint.

<audio – hint> Click the Base Food Category dropdown.

Infant F/V & Cereal 5

<no audio> Add the infant fruits and vegetables. Click anywhere for a hint.

<audio – hint> Select INFANT FRUIT-VEGETABLE

Infant F/V & Cereal 6

<no audio> Add the infant fruits and vegetables. Click anywhere for a hint.

<audio – hint> Click the Food Item dropdown.

Infant F/V & Cereal 7

<no audio> Add the infant fruits and vegetables. Click anywhere for a hint.

<audio – hint> Select Infant Fruits and Vegetables (4 oz jars).

Infant F/V & Cereal 8

Notice we have a 128 ounce max, which is now allocated, and no validation indicating we are over-issuing because we already have the cash-value benefit in the food package.

Click below the scroll bar.

Infant F/V & Cereal 9

Click the Save button.

Infant F/V & Cereal 10

The system will allow the same with infant cereal...

<screen description – no audio> Slide transitions to food package with both Infant F/V and Infant Cereal + CVB + breakfast cereal.

Infant F/V & Cereal 11

Now, obviously, this in and of itself is not an issue as long as we remember to delete.

And there are opportunities to notice and correct it before and after issuing.

<Transition Slide>

The point of all this is...

<screen description – no audio> Slide transitions to Aggregated Issuance modal.

Infant F/V & Cereal 12

...that the system will allow us to over-issue when providing infant foods to Food Package III children, as we can see from the green banner on the Aggregated Issuance modal, which is the last step to issuing benefits.

And if we follow best practice of deleting then adding, we won't have to worry about that.

Click the button to continue.

Food Package III & Women

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Overview 3

Women approved for Food Package III can receive special formula, only, along with the foods provided in Food Package 5, 6, and the 7s.

This includes the option of higher-fat milk and yogurt.

Overview 4

The conditions for Food Package III for women are the same as infants and children.

Click the button to continue.

<screen description – no audio> this is predicated on having a qualifying medical condition with the alternative food items prescribed by their Health Care Provider, and having the appropriate Medical Documentation.

FPIII & Women 1

Kerry Okey is a pregnant woman who is Food Package III.

There are only a few differences between women and children when it comes to Food Package III, so we're just going to spend a minute looking at those differences.

Click the Add button.

FPIII & Women 2

Click the Base Food Category dropdown.

FPIII & Women 3

The only additional option is FORMULA.

Go ahead and select it.

<no audio> Select FORMULA.

Contract Formula W 1

The Formula Type is defaulting to Contract but click the Food Item dropdown.

Contract Formula W 2

There aren't any formulas listed because women cannot receive Contract formula, only Special Prescription formulas.

Go ahead and click the Formula Type dropdown and select Special Prescription.

FPIII & Women 4

<no audio> Click the Formula Type dropdown and select Special Prescription.

FPIII & Women 5

Now click the Food Item dropdown.

FPIII & Women 6

It's populated with only those formulas that can be prescribed to women.

Click the Base Food Category dropdown again.

FPIII & Women 7

This time select MILK...

FPIII & Women 8

...and click the Food Item dropdown.

FPIII & Women 9

Like with children, the higher fat milks and yogurt are available for women designated as Food Package III.

This concludes our review of Food Prescription.

Click the button to continue.

Test Your Knowledge

Multiple Choice Q#1 (single answer)

Multiple Choice – which statement is true?

- A. Food Package III children and women can receive special formula along with all the supplemental foods provided in their usual food packages.

- B. Infant fruits and vegetables and infant cereal can be provided to both Food Package III women and children.
- C. We only have to update the Food Package III Verified Date for infants in order to be able to issue benefits.
- D. Contract Formulas can only be issued to children as a Food Package III item.
- E. WINNIE will never let us over-issue Food Package III food items.

Answer #1

The answer is A.

Food Package III children can receive special and contract formula along with Food Package 4 and Food Package III women can receive special formula along with Food Packages 5, 6, 7, or 7+.

Corrections for other answers:

B – Infant foods (fruit/vegetables and cereal) can only be provided to Food Package III children, not women.

C – We have to update the Food Package III Verified Date to the current date for any participants (woman, infant or child) who is being issued benefits.

D – Contract formulas can be a Food Package III item for infants as well; infants must be food package III to receive the increased amount of formula instead of infant foods.

E – WINNIE will allow us to over-issue infant fruits and vegetables and infant cereals because they do not share a Base Food Category with the CVB and breakfast cereal, respectively.

End

End Slide

Thank you for reviewing this WINNIE online training module presented by the Minnesota Department of Health WIC Program.

If you have any feedback, comments, or questions about the information provided, please submit the [WINNIE Questions for the State WIC Office](#) form.

Revisions

July 2025 – revised Health Information interface (Release 3.4.1); corrected missing click boxes and pauses; updated milk options to include “(WIC-allowed)” (June 2025 food package changes).

October 2023 – original version.

FOOD PRESCRIPTION 3B – FPIII & CHILDREN/WOMEN

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