

Health Information 3A – Infant/Child – WINNIE Online Training Module

REVISED APRIL 2025

Introduction

Intro

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

Date

All dates in this module are based on today's date being April 16, 2024.

Scenario – Certifying Two-Way Linked Infant

Scenario 1

In the Health Information – Postpartum training modules, we certified Linna Ment whose infant, Ella, had already been prescreened.

In this module, we will focus on the Infant/Child Health Information page while certifying Ella.

Go ahead and open the Health Information page.

<no audio> Select Health Information from the sidebar.

<Waiting>

<screen description – no audio> Spin icon displays.

Health Information in the Participant Folder

Health Info PF 1

Even though we've only prescreened Ella, since we created a two-way link between mom and baby's records, all the information we entered into the Infant's Born from This Pregnancy – Infant Information modal while certifying Linna is auto populated in Ella's Health Information.

Go ahead and collapse Clinic Actions and start her certification.

Begin Certification

Begin Cert 1 - 2

<no audio> Collapse Clinic Actions then start her certification.

<Waiting>

<screen description – no audio> Spin icon displays.

State Use Question

State Use 1

For infants new to the program, we collect extra information about breastfeeding during the first days of life and about when formula was first given to the infant in a State Use Question on the Demographics page.

Click for audio and hover for text over the first State Use Question. Click the button when ready to continue.

First Time Formula

The *First time formula/other given to infants (meds OK)* State Use Question can be answered at any time and is not required to complete the certification, but its completion is strongly recommended by the State Office.

This question displays in all folders but should be answered in the **infant's** folder and preferably during the initial certification.

The term “breastfed” includes ever fed at the breast OR ever given expressed milk.

The question is used to assist with breastfeeding reporting and assessing the association of supplementation in the hospital with early cessation of breastfeeding.

This information can be used to better target education about exclusivity to mothers and to work with local hospitals to improve maternity care practices around infant feeding. Rates of initiation and exclusivity are important breastfeeding measures which are included in the Healthy People 2020 goals and tracked on the federal and state levels.

Dropdown Choices and Definitions are listed here. Take the time to review them.

<NO AUDIO>

**NA – child/woman/unknown: not applicable - status unknown or not an infant.

*Mother's milk only since birth: exclusively breastfed without supplementation other than vitamins or medications or, for older child, has started solids, is currently breastfed and has never received formula.

BF & Donor milk given in the hospital: breastfed and also given donor's milk while in the hospital

BF & Formula given in the hospital: breastfed and also given formula while in the hospital.

BF & Formula given after discharge: breastfed without supplementation other than vitamins or medications while in the hospital, then given formula at any time since discharge.

Never Breastfed: never put to breast and never given expressed milk.

State Use 2

Go ahead and click the first State Use Question dropdown.

State Use 3

Since we already completed the Infant Information for mom, we know that Ella started formula on the date she was born while in the hospital.

Select that answer.

<no audio> Select BF & Formula given in the hospital.

State Use 4

Ella isn't Black or Asian, so we do not need to address the second question.

MOM Policy

Policy 1

As mentioned in the previous training modules, per policy, we must input measurements before completing Health Information.

<Transition Slide>

We're going to complete Demographics, Race/Ethnicity, Proofs, and Income on the backside.

<screen description – no audio> Slide transitions to complete Demographics, Proofs, and Income.

Measurements

Measurements 1

Open the Length/Height/Weight page.

<no audio> Select Length/Height/Weight from the sidebar.

<Waiting>

<screen description – no audio> Spin icon displays.

Measurements 2

Because infants grow so rapidly, it is best clinical practice to measure and weight infants at certification appointments, which our co-worker did for us earlier and jotted down.

Go ahead and add her length and weight.

<screen description – no audio> Sticky Note

Length = 18 7/8"

Wt = 8 Lbs 5 oz

<no audio> Add her length and weight measurements.

Measurements 3

<no audio> Add her length and weight measurements.

<Waiting>

<screen description – no audio> Spin icon displays.

Growth Grid 1

Since it's also best practice to review the Growth Grids, go ahead and do that, clicking close when done.

<no audio> Click the Growth Grid button and review each grid (clicking Close when done).

<Waiting>

<screen description – no audio> Spin icon displays.

Growth Grid 2 - 4

<no audio> Click the Growth Grid button and review each grid (clicking Close when done).

Measurements 4

OK. Measurements done.

Select Health Information from the sidebar.

Health Information in Certification Mode

<Waiting>

<screen description – no audio> Spin icon displays.

Two-Way Link 1

Now that we are in Cert Mode, as expected our fields are enabled.

Since most of the fields are the same as the Infants Born from This Pregnancy we completed for Linna, we are just going to note a few more things in Ella's folder.

When a two-way link exists between mom and baby, the label displays next to Mother's Information, which includes mom's date of birth, an indicator that mom is participating in WIC that is automatically toggled on, mom's State WIC ID and her name.

Weeks Gestation 1

The Weeks Gestation field is disabled when there is a two-way link.

The system calculates it based on the difference between mom's LMP Start Date and her Actual Delivery Date.

If it is less than 39 weeks, the system will automatically assign Risk Factor 142 – Preterm or Early Delivery.

<screen description – no audio> Slide transitions back to the Begin Certification message.

Medical Conditions 1

We reviewed these two medical conditions for women, and they work the same for infants and children.

Click for audio and hover to view text to review the information at your own pace.

<no audio – screen description> Click to skip these instructions.

Medical Conditions 2

Diabetes Mellitus

Toggling on Diabetes Mellitus indicates the infant or child has been diagnosed as having, or whose caregiver has reported that they have, this medical condition.

The system assigns risk factor 343 – Diabetes Mellitus.

This will automatically toggle on if it has been toggled on for a previous certification.

Hypertension or Pre-Hypertension

Toggling on Hypertension or Pre-Hypertension indicates the infant or child has been diagnosed as having, or whose caregiver has reported that they have, this medical condition.

WINNIE assigns risk factor 345 – Hypertension and Pre-hypertension.

This will automatically toggle on if it has been toggled on for a previous certification.

Health Info Completed

Since all the required fields are already completed due to the two-way link, and we didn't make any changes, we don't have to click Save to receive the checkmark for Health Information.

Just opening the page will give us the checkmark.

Not Linked Infant Cert

<Transition Slide>

Now let's take a look at what happens if we certify baby before mom and create a link from the infant's folder.

<screen description – no audio> Slide transitions to Demographics page for Alder Mann.

Scenario 2-1

There may be instances where baby is certified before mom.

In this scenario, we are certifying Alder Mann, a non-breastfeeding infant whose cert we've already started.

We've completed the required pages, including the State Use Questions on Demographics...

<screen description – no audio> Slide transitions to Alder Mann's Health Information page.

Weeks Gestation 2

...as well as Alder's length and weight.

We've also started entering the Birth Information in Health Information, which we have from the crib card.

However, when mom and baby aren't two-way linked, the system cannot calculate the Weeks Gestation.

Since it is a required field, we would need to figure that out ourselves.

We cannot use 99 to indicate unknown because the only values allowed are between 1 and 45, which means these fields are all-or-nothing.

If we can't complete them all, then we have to toggle on Unknown Birth Criteria.

We should note this can be toggled off at any time and the information added once known.

If we know the LMP Start Date, we can figure out the number of weeks gestation.

For Alder, let's enter 38. Go ahead.

<no audio> Click into the Weeks Gestation field and type 38.

Weeks Gestation 3

<no audio> Click into the Weeks Gestation field and type 38.

Weeks Gestation 4

If we manually enter the Weeks Gestation, the system will **not** assign risk factor 142 – Preterm or Early Term Delivery.

One-Way Link 1

Again, creating a link is not required, but since mom is participating and in the same household, we are going to create that one-way link.

Go ahead and click into the Date of Birth field, enter 5/13/97, toggle on Enrolled in WIC, and click the Link to Mother button.

One-Way Link 2

<no audio> Go ahead and click into the Date of Birth field, enter 5/13/97, toggle on Enrolled in WIC, and click the Link to Mother button.

One-Way Link 3

The Linked Participant modal works exactly the same.

Hover over the grid and the toggle to review at your own pace then click the button when ready to continue.

One-Way Link 4

Grid Row

We must select a row from the grid even if only one row displays.

It lists the woman in the same household as long as her birthday is within 1 day of the birth date entered.

If we enter the wrong birthdate for mom, a message indicating there aren't any women who match the criteria displays instead.

MESSAGE <no audio – screen description>: No women exist who have a date of birth within one day of the date entered.

Show All Toggle

Toggling on Show All displays all women that meet the birth date criteria of 1 day before through 1 day after the Birth Date entered regardless of the household they belong to.

MN WIC does not use the Show All toggle since we only link infants to women within the same household.

One-Way Link 5

Go ahead and complete the modal.

<audio – hint> We must select a row even if only one row displays.

One-Way Link 6

<no audio> Complete the modal.

One-Way Link 7

Once the One-Way Link is created, that label displays next to Mother's Information, along with mom's State WIC ID and Name.

We're going to complete the rest of the fields...

<screen description – no audio> Slide transitions to Household Smoking = No, Ever Breastfed = No, and Supplemental Feeding Start Date = infant's DOB (4/7/2024)

...and let's click Save.

<no audio> Click the Save button.

One-Way Link Message

<Waiting><no audio – screen description> Spin icon displays.

Since we always want to create a two-way link, a message displays reminding us that to create the two-way link, we have to create the link in mom's Health Information.

Go ahead and click OK.

<no audio> Click the OK button.

Risk Factors 1

Let's take a quick look at Risk Factors.

<no audio> Select Risk Factors from the sidebar.

Risk Factors 2

<Waiting> <screen description – no audio> Spin icon displays.

As we mentioned, because we manually entered the Weeks Gestation, the system did not assign Risk Factor 142.

We would have to manually add it.

Now let's take a look at mom's Health Information while in Cert Mode.

<Transition Slide> <screen description – no audio> Slide transitions to Cai Mann's Health Information page.

Cai Mann is being certified on April 22nd, a couple days after her infant Alder (for whatever reason), we've completed all the cert requirements prior to opening Health Information, as well as the Postpartum Information except for the Infants Born from This Pregnancy.

Go ahead and click the button...

<no audio> Click the Infants Born from This Pregnancy button.

One-Way Link (Mom) 1

...and click the Add button.

One-Way Link (Mom) 2

Even though we created a one-way link, nothing default populates in mom's Infant Information modal.

The one-way link is ineffective and inefficient in that if we link from baby's Health Information, we wind up having to create the link from mom's as well.

Go ahead and select "Live" for Infant Status and link the infant.

One-Way Link (Mom) 3

<no audio> Select "Live" for Infant Status and link the infant.

One-Way Link (Mom) 4

However, once the two-way link is established, the Birth and Feeding Information from the infant's record populates in mom's.

Go ahead and save the Infant Information.

<no audio> Click the Save button.

One-Way Link (Mom) 5

<Waiting> <screen description – no audio> Spin icon displays.

The two-way link originates in mom’s folder because we need her LMP Start Date to calculate Weeks Gestation for her baby.

<Transition Slide> <screen description – no audio> Slide transitions to Preterm or Early Term Delivery toggled on and green saved banner.

Once we’ve toggled on Preterm or Early Term Delivery (since even with the LMP and Delivery Date, the system does not auto-assign risk factor 311 unless it’s toggled on) and saved her Health Information...

One-Way Link (Mom) 6

<Transition Slide> <screen description – no audio> Slide transitions to Alder’s Health Information in the Participant Folder.

...when we return to Alder’s Health Information, our manual entry for Weeks Gestation has been deleted and over-written with the calculated weeks and days.

Last thing, collapse Clinic Actions and open the Risk Factors page.

<no audio> Collapse Clinic Actions and Select Risk Factors from the sidebar.

One-Way Link (RF) 1

<no audio> Collapse Clinic Actions and Select Risk Factors from the sidebar.

One-Way Link (RF) 2

<Waiting> <screen description – no audio> Spin icon displays.

Since we should have, but didn’t, manually assign risk factor 142, the system assigned it once it calculated the Weeks Gestation.

We’ll finish this module by taking a look at Health Information when certifying children 2 years and older.

Children 2 Years & Older & Health Information

<Transition Slide>

<screen description – no audio> Slide Transitions to Moe Beale’s Bloodwork page.

Scenario 2-2

Moe Beale is a two-year-old child who is new to WIC.

We've started his certification and completed Demographics, Race/Ethnicity, Proofs, Income, as his measurements and bloodwork, as well as having reviewed his Growth Grids.

Select Health Information from the sidebar.

<Waiting>

<screen description – no audio> Spin icon displays.

Child 2 YO 1

Many of the fields on the Health Information page are no longer relevant once a child turns two years old.

First, many risk factors associated with these fields only apply to infants and children up to 24 months.

Secondly, we only link infants to mom's record.

Thirdly, whether or not the child was breastfed no longer impacts the food package, and lastly, we don't report on feeding practices once a child is over two.

Unknown 1

The Unknown Birth Criteria toggle...go ahead and toggle it on...

Unknown 2

...disables all the fields in the Birth Information card.

We can use this for children two and older, as well as for infants and children under two if the primary caregiver is unable to answer these questions, such as can occur with children in foster care.

Env. Tobacco 1

The Health Information card is still relevant, and its contents should be assessed at each certification.

Per our discussion with Moe's mom, no one in their home or daily vicinity smokes or vapes, so select No from the Environmental Tobacco Smoke Exposure dropdown.

WIC STAFF: Does anyone who cares for Moe smoke or vape?

PARTICIPANT: "No. My dad smoked, and my mom died horribly from lung cancer. I won't let Moe near people who smoke... or vape....who knows what those things will do to you..."

Env. Tobacco 2

<no audio> Select No from the Environmental Tobacco Smoke Exposure dropdown.

TV or Video 1

The TV or Video Viewing dropdown becomes enabled once a child is two years old.

Once enabled, it is required.

Since a correlation between screen time and higher weight has been shown, we can use this to help assess whether it could be a contributing factor when a child's weight outpaces his height.

Click the dropdown.

<no audio> Click the TV or Video Viewing dropdown.

TV or Video 2

Mom told us she tries to keep screen time to an hour or so a day.

Select 1 hour/day.

WIC STAFF: Does Moe watch TV, play video games, or play on your phone or a tablet...do that sort of thing?

PARTICIPANT: "Yeah. He has a couple of kid's games on my phone, and he has a couple of shows he likes but I'd rather see him playing so I try to keep it to an hour or so a day."

TV or Video 3

This field will automatically display the previously selected answer at the next cert.

Feeding Info 1

Although we no longer use this Feeding Information section for assessment, the system still requires we select from the Ever Breastfed field.

To meet that requirement, we can simply select Unknown.

Go ahead and do that.

<no audio> Select Unknown from the Ever Breastfed dropdown.

Feeding Info 2

<no audio> Select Unknown from the Ever Breastfed dropdown.

Save Health Info

That's all there is to completing Health Information for children 2 and older.

Click the Save button.

<Waiting>

<screen description – no audio> Spin icon displays.

Future Certs 1

For future certifications, we will always have to open the Health Information page, but very often, we won't make any changes and we don't have to save anything to get the checkmark.

End Slide 1

This concludes our review of Health Information for women, infants, and children.

Click the button to continue.

Knowledge Test

True/False Q#1

True or False?

When a two-way link exists between mom and baby, "two-way link" displays next to the **Mother's Information** card on the infant's Health Information page.

Answer #1

The answer is true.

When a two-way link exists between mom and baby, the label displays next to Mother's Information on the infant's Health Information page, and includes mom's date of birth, an indicator that mom is participating in WIC that is automatically toggled on, mom's State WIC ID and her name.

Multiple Choice Q#2

Which statement is true about the *First time formula/other given to infants (meds OK)* State Use Question in Demographics?

- A. The question collects extra information about breastfeeding for infants new to the program.
- B. The question must be answered to complete an infant's certification.

- C. The question displays in all folders but should be answered in **mom's** folder.
- D. The State Office requires the question be answered at the initial certification.
- E. The information can be used to better target education about formula feeding in hospitals.

Answer #2

The answer is A.

The question collects extra information about breastfeeding for infants new to the program.

Corrections for Other Answers:

B – The question is **not** required to complete the infant's cert.

C – The question does display in all folders but should be answered in the **infant's** folder.

D – The State Office does not require the question be answered but strongly recommends we answer it at the infant's initial cert.

E – The information can be used to better target education about exclusivity to mothers and to work with local hospitals to improve maternity care practices around infant feeding.

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

April 2025 – Release 3.4.1: changes to Health Information (Household Smoking changed to Environmental Tobacco Smoke Exposure); added missing audio to State Use 1A slide.

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