

Participant Training Guide

New Colorado WIC Allowable Foods

Lesson Plan for Individuals or Group Trainings

Messages to WIC Staff:

- This training guide is a tool to assist you in preparing WIC participants for the changes in Colorado WIC foods arriving June 2009.
- Use this guide in group or individual training sessions. Training participants in groups may help you to efficiently teach key concepts about the new foods and may benefit the participants by creating an opportunity to discuss changes and learn from each other.
- Cover each of the training steps so that participants understand and are ready for the changes. As time permits, allow discussion and questions on the major topics and ask for the thoughts of the group.
- Use this guide in conjunction with the “*New WIC Foods List Script*,” also included in the April Training Packet.
- Each clinic has unique resources and structure. Depending on the amount of time and resources available at your clinic, train as needed by your staff. Use this facilitation guide as a starting point for creating a class that works for you and your participants.
- Distribute the *2009 Allowable Foods List* and the participants’ WIC checks before, during or after your training, as you find it helpful. Use the *WIC Shopping Tips & Reminders* handout if the participants will not have their individual checks to refer to during your discussion.
- The materials you will need to conduct the training include:
 - *This Participant Training Guide*
 - *The 2009 Colorado WIC Allowable Foods List (Foods List)*
 - *New WIC Foods List Script* (optional)
 - *WIC Shopping Tips and Reminders* handout (optional)
 - Examples of WIC-approved and non WIC-approved food items (optional)
 - *Activities Grab Bag* - See for fun activity ideas (optional)



Step 1: Introduce the Changes in WIC Foods

After more than 30 years the WIC food packages are changing!

Welcome to WIC! Today we are going to talk about your new food packages. The packages now include more food to provide better variety and nutrition, and to better meet your and your family's needs.



How will the WIC food changes affect me?

What this means is that you will receive more food and more choices than our past packages provided.

How do we prepare for the changes?

To be ready for the changes, we are going to be discussing six main topics today. After this class, you will have the opportunity to discuss these changes and ask questions about your food packages with a WIC staff member during your nutrition education session. Remember: It is important that you share this information with your alternate shopper, so that you and your alternate shopper will be prepared at the store. You are responsible for the actions of your alternate shopper.

The main topics are:

- ❖ Steps in a WIC Transaction
- ❖ Colorado WIC Allowed (and Non-Allowed) Foods
- ❖ New WIC Foods and Changes to Current Foods
- ❖ More on WIC Checks for Fruits and Vegetables
- ❖ Special Circumstances
- ❖ Main Resources To Find Answers To Questions

Step 2: Review Steps in a WIC Transaction

What are the steps in using a WIC check?

(Trainer: Allow for discussion of possible answers.)

Participant No. 310-000000	Participant Name Nick Anderson	12345678	JUL18/09
CK1011	Account Name Joan Anderson	12345678	AUG18/09
0001	0001	0001	0001
ITEMS			8555
36	OUNCES BREAKFAST CEREALS		
2	CANS 12-OZ PEANUT BUTTER		
2	GALLONS 2% 1% OR FAT-FREE MILK		
1	POUNDS CHEESE		
1	DOZEN WIC APPROVED EGGS		
4	CANS BEANS 15-OZ		
16	OUNCES WHOLE GRAINS		

1. Check the Dates:

Do not use your checks before the "First Date to Use" or after the "Last Date to Use."

2. Separate Items by Check:

Separate your items by check. You will want to group the items listed on each check together so that when the store clerk rings up the items, they match the items listed on your check. Each WIC check must be rung up separately.

3. Tell Store Clerk You Are Using WIC Checks:
Tell the store clerk you are using WIC checks before he/she starts to ring up your items.
4. Total Amount:
Make sure the clerk writes the correct price on the WIC check.
5. Signature:
Sign the check in the box marked "Authorized Signature."
6. Show WIC Envelope:
Show the clerk your WIC envelope. Remember – only you (the endorser) or your alternate shopper may sign the checks at the store.

Why are these steps important to know?

By following these simple steps, you and the cashier will follow the correct steps, and your WIC shopping experience will go smoothly. Keep in mind, the store has rules they must keep, or they risk losing the ability WIC checks and Food Stamps.

Step 3: Colorado WIC Allowed & Non-Allowed Foods

Why do participants need to be able to determine if an item is allowed by WIC?

(Trainer: Allow for discussion of possible answers.)

- When the WIC participants and the store staff both know how to use the *Foods List* to find out if an item is allowed, it is a better experience for everyone. The participant and the cashier do not have confusion about an item.
- There may be many questions about the new foods. The *Foods List* is the resource to answer these questions.

How can you tell if items, like Kix Cereal or bananas, are allowed by WIC?

(Allow for discussion.)

- The Foods List: Participants will start using the new 2009 *Foods List* (shown at right) on June 1, 2009.
- The Participant's WIC check: The check lists the prescribed items.



What is shown in the 2009 Foods List?

(Hand out copies of the *Foods List*; Allow for discussion.)

After June 1, 2009 there will be a total of twenty food groups approved by Colorado WIC. There has been a lot of change in the WIC foods and to the *Foods List*. To clearly show allowed foods, the new *Foods List* shows the following information for the different food groups.

- **Description-** shows the same description of the food group that is listed on WIC checks.
- **Amount-** states the allowed number of ounces, pounds, dollars, or containers (such as boxes, cans, or jars) to work with the number listed on the WIC check.
- **Size(s)-** details the allowed package sizes or combinations allowed.
- **Brand-** explains the types of allowed brands that should be purchased, either:
 - Specific brand/item that is pictured or named,
 - Any brand,
 - Store brand only, or
 - Store brand if available (in which case, a national brand is allowed).
- **OK to Buy-** lists options, choices and varieties that are allowed in order to clarify possible questions.
- **Do Not Buy-** clarifies the types of items that are not allowed.

Step 4: New WIC Foods and Changes to Current Foods

Trainer: Have each participant review her copy of the *2009 Allowable Foods List* and if possible, her WIC checks.

What are the new WIC foods starting in June 2009?

The new WIC foods are:

- Fruits and Vegetables
- Baby Food Fruits and Vegetables
- Baby Food Meats
- 100% Juice in 64-ounce containers
- Canned Beans
- Tofu
- Soy Beverage
- Canned Fish (including tuna, salmon and sardines)
- Whole Grains (including bread, corn tortillas, and brown rice)



Trainer:

- Go through the *2009 Foods List* with the participants. Identify the types of items that are allowed and not allowed in the food groups.
- Identify the major changes.
- Briefly discuss some specific items that are available or not available in local stores.
- Encourage participants to voice opinions and ask questions about the WIC foods and the *Foods List*.
- If possible, use examples of WIC allowed and non-allowed items to discuss.
- Use the *New WIC Foods List Script* as you find helpful.

What are the changes to the current foods?

- **Infant Cereal-** Beechnut Brand has been added.
- **Juice-** Orange and grapefruit juices will only be allowed in store brand. This is revised from “Store Brand if Available” in the previous *2007 Foods List*.
- **Milk-** The purchase of up to one-half gallon of lactose-reduced milk (i.e., Lactaid/Dairy Ease) will no longer be allowed if the WIC check lists “milk.” The WIC check will need to specify “Lactaid/Dairy Ease.”

Step 5: WIC Checks for Fruits and Vegetables

Trainer:

Please Explain – WIC participants will be allowed to purchase fruits and vegetables after June 1, 2009. As we learned from the *2009 Foods List*, the WIC participant can purchase a wide variety of fruits and vegetables in any brand or size up to the dollar amount on the check. WIC participants may combine items priced by the item and/or priced by weight and may combine fresh and frozen items if desired.

Are fruits and vegetables listed on regular WIC checks?

Yes. Fruit and vegetable purchases are like other WIC transactions in most ways. They will be on regular WIC checks and cashiers will use the same steps at the cash register as they normally do.

What is special about them?

WIC checks for fruits and vegetables are special in a number of ways. Here are some important points about the WIC checks for fruits and vegetables:

- Fruits and vegetables are listed on a separate check, not with other items.
- The WIC check lists the dollar amount that the WIC participant can purchase of fruits and vegetables, not the number of items.
- Fixed dollar amounts are generally set at \$6.00, \$8.00, and \$10.00.
- Participants will NOT be able to purchase more than the check lists, and participants will NOT be given cash back if the purchase totals less than the check lists. As with other WIC checks, there is no cash involved in WIC shopping.
- It is important that the participant weigh and add up the prices of her fruit and vegetable purchase in order to stay within the dollar amount listed on the check BEFORE checking out at the cash register. The Foods List features a “Buying Fresh Fruits and Vegetables” pricing chart to help figure out how much a weighed item costs.
- Fruits and vegetables purchases must be separated from items listed on other WIC checks. The cashier will process each check as a separate transaction.

Can the WIC participant pay extra during the transaction if her fruits and vegetables cost more than the fruits and vegetables check shows?

No. If the WIC participant wants to purchase extra fruits and vegetables, she will need to separate those items and pay for them with her personal shopping or another fruit and vegetable check.

Can fruits and vegetables checks be combined?

Multiple fruit and vegetable checks may NOT be combined in one transaction. For example, if a participant has an \$8.00 check for herself, and a \$6.00 check for her child, she must separate the fruit and vegetable items for her check from the fruit and vegetable items for her child's check. The cashier will process each check as a separate transaction.

Why doesn't WIC offer white potatoes?

White potatoes are a nutritious choice, but studies show that Americans eat more potatoes than any other vegetable. WIC has chosen to include all other fruits and vegetables in the food packages to add more variety and nutrients to what WIC participants already eat.

Let's Practice!

See *Activities Grab Bag* and *New WIC Foods List Script* for ideas to practice adding up fruits and vegetables purchases.

Step 6: Special Circumstances

What happens if a WIC participant brings an item to the register and the cashier does not know it as approved? (Or the store's scanning system shows the item as non-allowed)?

(Allow for discussion.)

To verify if an item is approved by WIC you need: the item, the WIC check, and the *Foods List*.

1. Read the description of the food shown on WIC check.

Find the food group on the *Foods List*; review the information shown in the *Foods List*:

- ✓ Allowed Amount
- ✓ Allowed Container Size
- ✓ Brand
- ✓ OK to Buy
- ✓ Do Not Buy



2. Determine if the item is approved based on the *Foods List* and the check.
 - ✓ If the item is WIC-approved, the cashier must let the participant purchase the item.
 - ✓ If the item is not WIC-approved, the participant can then decide to:
 - Purchase an appropriate WIC-approved item within the food group (such as an allowed bag of brown rice instead of a box of brown rice),
 - Purchase the item with her personal shopping, or
 - Not purchase the item.

Step 7: Main Resources to Find Answers to Questions

(Trainer: Allow for discussion.)

- **The 2009 Foods List**
You will want to have this with you when you go to the store. The items are not marked or labeled as WIC approved at the store, so this list is your tool (and the cashier's) to make sure you are getting the right items.
- **The WIC Check**
The WIC check, used with the *Foods List*, provides information on the prescribed item, as well as the allowed brand, size and flavor.
- **Your local WIC Clinic**
Your WIC clinic phone number is listed on the back of your WIC ID Envelope. Additional questions can be answered by phone or in person at your local clinic.

Step 8: Ideas for Activities and Practice

- **Practice adding up fruits and vegetables purchases**
See *Activities Grab Bag* and *New WIC Foods List Script* for ideas to practice adding up fruits and vegetables purchases.
- **Practice adding up cereal box sizes**
Use *Ways to Buy up to 36 Ounces of Cereal* chart on *Foods List* and sample boxes.
- **Show sample packages of WIC-allowed and non-allowed foods, and discuss items that may be confusing at the store.**
Use sample packages and *Shopping Tips Handout*. Ask participants to share shopping tips and tricks that work for them.
- **Have some fun!**
Use sample packages and see *Activities Grab Bag* for fun game ideas to help participants learn.

Step 9: Wrap-Up

Trainer:

- ✓ Discuss with the participants that this is a learning experience, and to *start small and simple at the store*. Questions that come up during her first visit to the store can be discussed at her next appointment.
- ✓ Wrap-up the training by allowing time for questions and discussion.