

4.01 WIC-Approved Food List

POLICY:

A. State Agency

The State Agency will evaluate products according to Federal regulations and the West Virginia selection criteria prior to inclusion on the statewide list of authorized foods.

B. Local Agency

The Local Agency shall adhere to the **WV WIC –approved Food List (FD-09)** and shall instruct each participant or caretaker/parent on the details of foods allowed and not allowed. Instruction shall also include the proper use of food instruments to obtain allowable foods.

PROCEDURE:

A. State Agency

The State Agency, via a Food Product Review Committee, will develop and maintain one standard statewide food list which will be reviewed not more than every two (2) years.

1. Using the “Criteria for the West Virginia WIC Program Food List,” the Food Product Review Committee will update the WV WIC-approved Food List based on the following:
 - < Federal regulations currently in effect
 - < Rebate contracts in effect
 - < Changes in the type and nutrient level of foods authorized by the Program
 - < Applications submitted by manufacturers requesting approval of new or existing products
 - < Product recalls or product discontinuation
2. The State Agency may opt to disallow specific food items from the WV WIC-approved Food List which meet Federal regulations but do not meet state criteria, as outlined in the “Criteria for the West Virginia Program Food List.”
3. Prior to the effective date of implementation, the State Agency will send all WIC approved vendors a copy of the revised WV WIC-approved Food List with a memorandum explaining revisions. *Note: Upon authorization, WIC-approved vendors receive training on all vendor-related aspects of the WIC Program, including the WV WIC-approved Food List.*

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B. Local Agency

The Local Agency shall provide all participants or caretakers/parents with copies of the revised WV WIC-approved Food List prior to the effective date of implementation. Instruction regarding revisions may be provided via:

- < WIC Nutrition Topic Tool, a participant newsletter distributed quarterly
- < Group nutrition education classes
- < Exhibits and displays at the Local Agency clinic sites
- < Individual participant instruction

C. Instruction of the use of the WIC-Approved Food list

1. All new participants or caretakers shall receive instruction on the use of the WV WIC-approved Food List and the proper use of the food instruments at certification. Proxies may be present at this instruction or shall be instructed via the participant or caretaker parent at home.
2. Advise participants or their caretaker, when appropriate that supplemental foods issued are only for the participant's personal use.

REFERENCE:

1. WIC Regulations 246.10. Supplemental Foods
2. FNS Instruction 804-1: WIC Program-Food Package Design: Administrative Adjustments and Nutrition Tailoring.
3. SFP 91-098: Reduction of WIC Food Package Costs
4. SFP 97-064: Food Package Tailoring and Reduction of WIC Food Package Costs
5. Criteria for the WV WIC Program Food List