

WHAT IS A PROXY?

A PROXY is a person who can take the place of a WIC participant/payee when the participant/payee cannot go to a WIC appointment or buy WIC foods.

A PROXY CAN:

- take children to WIC appointments
- attend nutrition classes
- pick up eWIC benefits at the WIC clinic
- shop for WIC foods

A completed proxy form must be on file at the WIC office before the proxy can do any of the above things.

A PROXY MUST:

- sign a proxy form
- be familiar with the rules of the WIC Program

GOING TO WIC APPOINTMENTS

A Proxy **Must**:

- take medical forms and income information to WIC
- take the child with an appointment to WIC
- take the eWIC Benefit Card & Card Holder to the appointment
- have the child's height, weight and hemoglobin measured at WIC
- be able to discuss the child's eating habits with the WIC Nutritionist
- sign for eWIC benefits
- take the eWIC Benefit Card and Card Holder to the WIC participant

ATTENDING WIC NUTRITION CLASSES

A Proxy **Must**:

- take the eWIC Benefit Card and eWIC Benefit Card Holder to the WIC office
- attend a nutrition class
- sign for eWIC benefits
- take class handouts and eWIC benefits to the WIC participant

BUYING WIC FOODS

A Proxy **Must**:

- shop for WIC foods
- take the eWIC Benefit Card to the store
- tell the clerk that you are using eWIC prior to purchase of foods
- spend the eWIC benefits the WIC participant wants you to use
- take the WIC foods, eWIC Benefit Card, and eWIC Benefit Card Holder to the WIC participant
- buy only the brands of foods listed on the WIC food list
- report problems that occur when using the eWIC Benefit Card

Any inappropriate actions taken or abuses committed by a proxy can result in the termination of benefits and/or civil or criminal prosecution.



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