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**Purpose** Provide guidance on developing and maintaining referral networks with appropriate agencies and services

**Definition** Other community resources should be integrated into the services provided to WIC participants. This integration should involve the cooperation and referral between WIC and other community services. Steps for referral of WIC participants to other appropriated program are as follows:

1. Identify and provide information to WIC Participants/ applicants regarding other appropriate programs, for example:

Maternal Care Projects  
Infant, Children and Youth Projects  
Commodity Supplemental Food Program (CSFP)  
Aid to Families with Dependent Children (ADC)  
Food Stamp Offices  
Early and Periodic Screening, Diagnosis and Treatment (EPSDT)  
Social Services  
Immunization Clinics  
Medically Handicapped Children's Program  
Head Start  
Day Care Centers  
Local Hospitals  
Child Find  
Child and Spouse Neglect/Abuse Services  
Shelters and agencies serving the Homeless  
Family Planning  
Child Birth Education  
Red Cross (Prenatal and Child Development Classes)  
Nannies Groups  
LeLeche League  
School Nurses  
Expanded Food and Nutrition Program (EFNEP)  
Drug Treatment/Rehabilitation Services  
Dental Health Screening Programs  
Home Health Agencies  
Visiting Nurses Association (VNA)  
City/County Health Departments  
Indian Commission  
Migrant Clinics  
Medicaid  
Church and Community Pantries

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Private Physicians  
Breastfeeding Promotion Agencies

Other appropriate programs may be available in certain areas of the state that should be identified and contacted.

2. Written information on Medicaid, including income eligibility, must also be given to all individuals applying for or reapplying for WIC for themselves or on behalf of others.
3. If individuals are not currently participating in Medicaid but appear to have an income below the maximum guidelines, the individuals is to be referred to the Department of Social Services or to the appropriate agency to determine presumptive eligibility for the Medicaid Program.
5. Written information must be provided on at least one occasion to all individuals applying for WIC for themselves or on behalf of others regarding Food Stamps, AFDC, and The Child Support Enforcement Program. Such information is to be provided during the initial application to assure that ineligible applicants receive the materials.
6. Information is to be provided to applicants regarding other potential local sources of food assistance. Referral to other food assistance programs is required if the applicant is not eligible to receive WIC benefits.
7. Individuals applying for themselves or on behalf of others for the WIC Program, but who cannot be served because the Program is operating at capacity, must be provided with information about other food assistance programs.
8. The WIC Referral or Request to Exchange Information Form Volume I, Section J is to be used when WIC participant information is to be shared directly with the referral agency.
9. The State Agency will provide all local agencies with Medicaid income limits according to family size for pregnant women, infants and children up to age 5.
10. If a local agency operates WIC either in, or in cooperation with, a hospital, all potentially eligible WIC participants that receive inpatient or outpatient services (maternity, postpartum services, well-child care services, etc.) will be informed about WIC.
11. Agencies will develop and maintain a mechanism for mutual sharing of general program information between WIC and other community services. Agencies, organizations and offices in the outreach network shall be provided materials describing the Program and locations of local agencies.

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12. Agencies will provide grassroots organizations with program information on a routine basis.

(1) A Grassroots Organization is defined as: Any organization at the local level which interacts with potential or actual participants, particularly minorities and women, such as a community action program, civic organization, migrant group, church, neighborhood council, local chapter of the National Association for the Advancement of Colored People, or a similar group.

13. All referrals made to or received from other agencies shall be recorded on:

(1) The WIC Certification Form

(2) The participants' Plan Of Care

Documentation shall include the date of referral, agency to which the participant is being referred, and initials of the staff member making the referral. Documentation of referrals from other agencies shall consist of the agency referring the participant and date of referral.