

## WIC BENEFITS:

- Nutrition Education
- Supplemental Foods
- Breastfeeding Education
- Screening of Iron Levels
- Referrals
- Height & Weight Assessment



To Help Achieve Your Nutrition & Health Goals

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## RIGHTS & RESPONSIBILITIES AND PROGRAM EXPLANATION CHECKLIST

### WIC Staff –

- Provide Benefits** – give you information about nutrition, breastfeeding and healthy foods. We will help you get other services like SNAP, Medicaid and Immunizations
- Maintain privacy** – keep everything you tell us confidential
- Not Discriminate** – if you feel that you have been discriminated against, you can file a complaint

### WIC Applicant –

- Tell the Truth** – provide WIC with the most current and truthful information. WIC may verify the information
- Enroll Children only if you are** – the legal guardian, custodial parent, step-parent married to the minor's parent or foster parent of the child you are enrolling
- Be On Time** – call the WIC office if you cannot keep your appointment
- Be Nice** – treat everyone with courtesy and respect
- Bring** – all documents requested to every appointment
- Use** – the WIC foods for the person on the program
- Buy** – only the foods listed on your checks
- Notify WIC** – if you move or change your phone number
- Keep** – your checks safe, treat them like cash
- Remember** – if you disagree with how WIC determined your eligibility you may request a fair hearing



## INCOME ASSESSMENT QUESTIONS

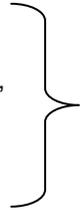


### Explaining WIC Income Assessment to Clients:

"In order to qualify for WIC, you must meet WIC income guidelines. USDA requires that we see documentation for ALL sources of income or proof of Medicaid, Kids Connection, SNAP or ADC. This is needed for all people living in your household who receive income."

#### 1. Are you working for someone or are you self-employed?

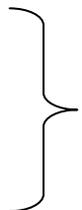
- If working for someone: How often do you work? *Review pay stubs for gross income*
- If self-employed: farmer, rancher, babysitter, Avon, Tupperware, Tastefully Simple, Home De'cor, Pampered Chef, Candles, Paper route or other similar job
  - o *If self-employed, review tax forms or bookkeeping records for net income. If uneven or sporadic, average several months*



#### 2. Does anyone living with you work for someone or are they self-employed? (clarify using same bullets above)

#### 3. Do you or anyone living with you receive money from any of the following:

- Social Security or disability / including military disability
- Pensions or retirement check
- Unemployment check
- Workers compensation check
- Child Support or Alimony Support
- Inheritance – last 30 days
- Lottery winnings over \$1500 – last 30 days



*if yes, ask how often and to see documentation*

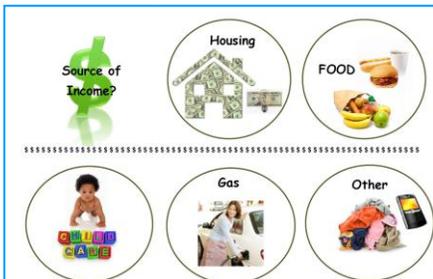
#### 4. Do you or anyone living with you:

- Receive money or financial support from parents, relatives, friends, or any other source on a regular basis
- Use withdrawals from savings or trust accounts to live. *Routine substantial withdrawals from a saving's account should be counted as income. Call the State if you are unsure.*

#### 5. Do you or anyone living with you:

- Receive money from any other source we have not already discussed?  
*If yes, refer to procedure manual to determine if it counts as income*

If no to all of the above questions, use the Circle Chart



**Is zero income logical??**

- Lost job (Last 30 days)
- Just moved here
- Living arrangements just changed
- Living on student loans
- In between jobs
- Started new job, but have not been paid yet
- On Family Medical Leave without pay