



WIC Waiting List

What is a Waiting List

- ▶ A list of client's who are eligible for WIC but cannot be served at this time due to lack of funding



What is the Purpose of a Waiting List

- ▶ To manage the program during times where there is not sufficient funds to serve the entire caseload and enroll new applicants
- ▶ To ensure that participants at the highest nutritional risk are served first during times of limited funding
- ▶ To have documentation and an organized process to add additional participants when funding allows

Deciding IF and WHEN a Waiting List is Needed

- ▶ What food and NSA funds are available to the State during the entire year
- ▶ Participation trends—increasing or decreasing, rate of change
- ▶ Amount of time needed to make changes to caseload to manage food funds during the FFY
- ▶ Other circumstances that are impacting caseload or funding
- ▶ Would only be implemented with USDA/FNS's approval first

Who Decides to Implement a Waiting List??

The decision to implement a waiting list is **ALWAYS** made by the State WIC Office

Waiting List Procedures

Nebraska WIC web site:

07: Caseload Management
Section F: Waiting List Management

Wait List Procedures

- How to Use a Waiting List
- Removing People from the List
- Using Waiting Lists to Manage Caseload During Funding Shortages



Procedure: How to Use a Waiting List
Functional Area: VII Caseload Management
Section: F 2 Approval Date: 12/2018
Citation: 246.7(f)(1) and 246.7(k)(3)& FNS Revised Date: 7/2018
INST 803-6

Purpose Describe how to set up a waiting list, screen applicants for placement on waiting list and applicant notification of placement on waiting list.



Procedure: Removal of Applicants From Waiting List
Functional Area: VII Caseload Management
Section: F 3 Approval Date: 6/2015
Citation: 246.7(f)(1) Revised Date: 7/2016

Purpose Describe how applicants are contacted when waiting lists are discontinued and how their eligibility is determined.

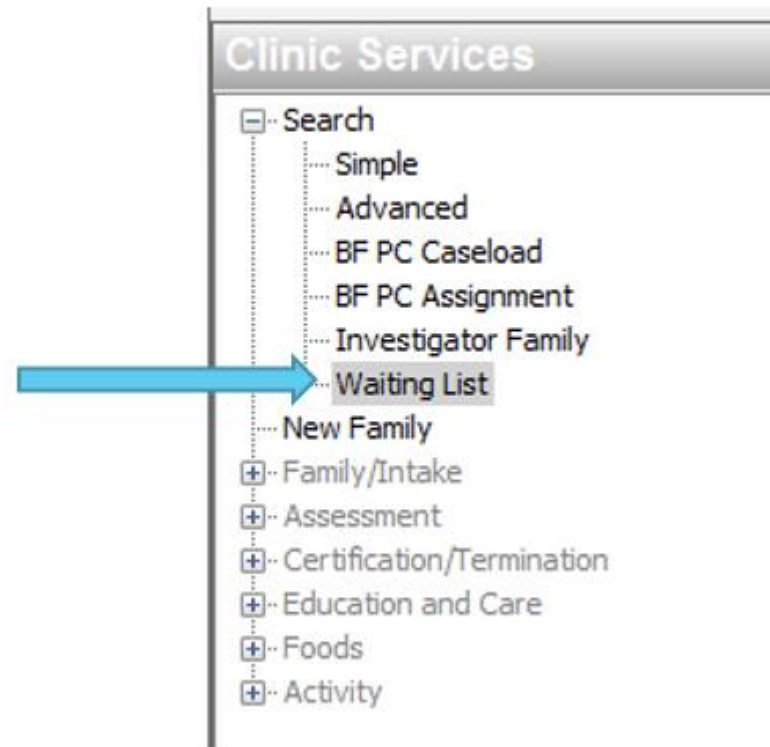


Procedure: Waiting Lists to Manage Caseload During Funding Shortage
Functional Area: VII Caseload Management
Section: F1 Approval Date: 6/2015
Citation: 246.7(h)(2), (f)(1) Revised Date: 7/2013

Purpose Describe situations in which waiting lists are necessary, the authorization process for waiting lists and the scope in which waiting lists may be used.

When Waiting Lists Are Implemented Waiting lists are established when insufficient funds are available to serve all eligible applicants.

Use Journey for Waiting Lists



Importance of Identifying ALL Risks

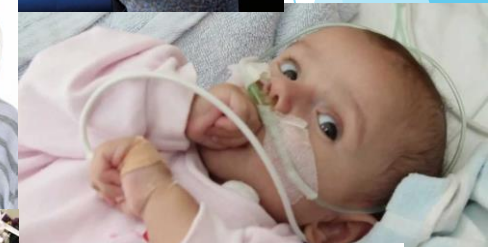
Clients in Highest Priority

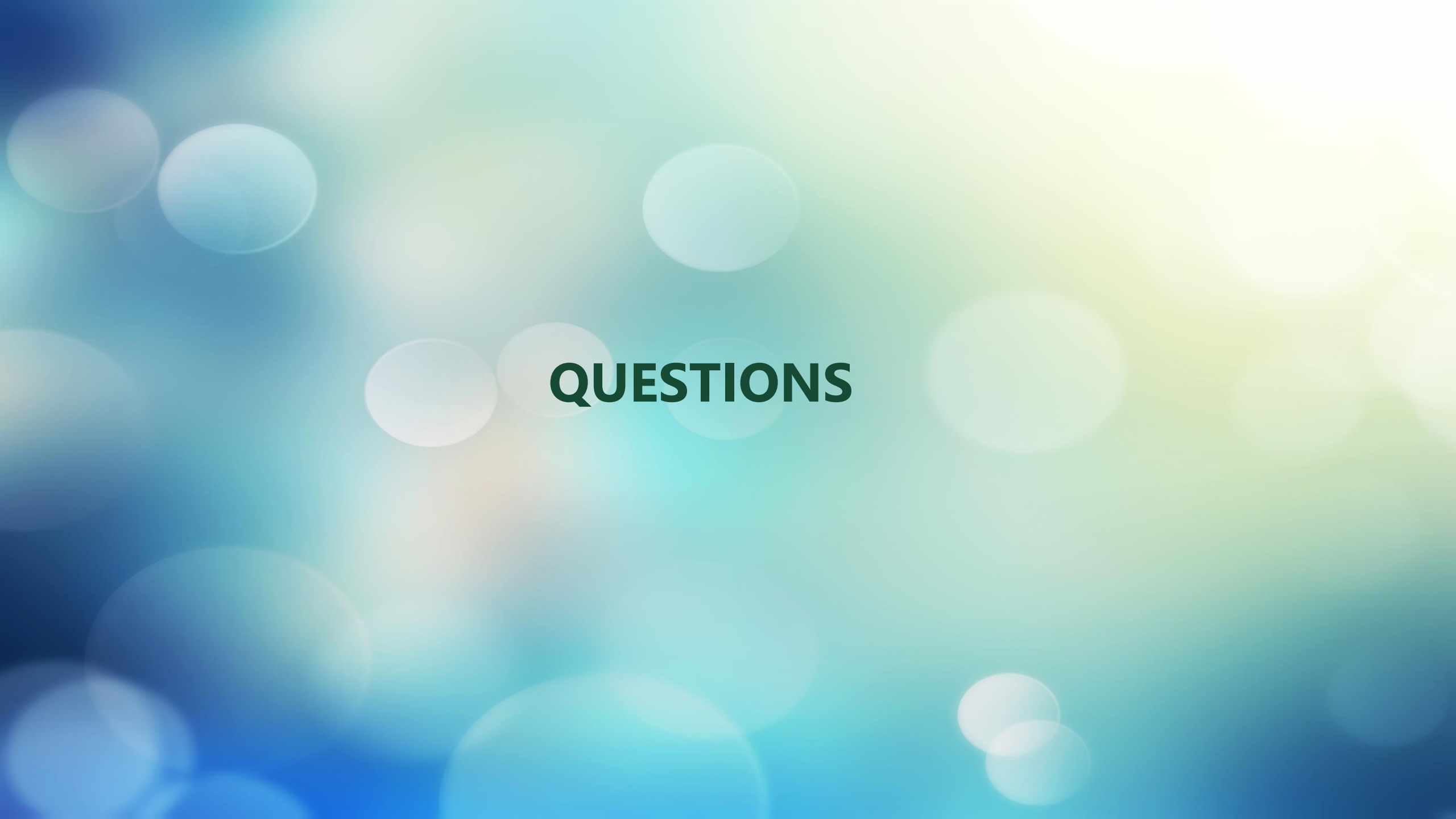
Priorities:

- I: *Infants, Preg. & BF Women*
- II: *Infants, BF Women*
- III: *Children*
- IV: *Infant, BF & Preg. Women*
- V: *Children,*
- VI: *NBF Women*

Identify ALL Risks

- ✓ Mid Cert Visit at Six Months
- ✓ Nutrition Education
- ✓ Ht/Wt Checks
- ✓ Any Time There is a Change





QUESTIONS