

Nebraska WIC – Training Center Request

New WIC Staff Information

Name:

Starting Date with WIC:

Job Title:

WIC Hours per week:

Travel Distance from Lincoln (1 way):

Type of training requested

- | | |
|--|---|
| <input type="checkbox"/> New Clerk | <input type="checkbox"/> Refresher CPA |
| <input type="checkbox"/> New CPA | <input type="checkbox"/> Refresher Clerk |
| <input type="checkbox"/> CPA Learning Clerk Duties | Staff who have left WIC for over a year and are returning, need to sign up for refresher training |
| <input type="checkbox"/> WIC Dir learning Clerk Duties | |
| <input type="checkbox"/> WIC Dir learning CPA Duties | |

College or High School degrees, or WIC experience:

Dates You Have Planned for Home Agency

Pre-Training Activities – allow at least 2 weeks for this training at your agency [Clerk Pretraining](#) [CPA Pretraining](#)

Training Center Session – List Session Dates

Requested For Hybrid Training: **contact Jackie to check on open dates; the online posted schedule is subject to change**

Designated New Staff Work Sites (list sites new staff will work at)

Stationary

Traveling Clinics

WIC Duties for this person

Type: R = routine; F = fill in; N = Not assigned

- | | | |
|---|---|--|
| <input type="checkbox"/> Review Rights & Responsibilities | <input type="checkbox"/> Explain Family Food Benefit List | <input type="checkbox"/> Vendor duties |
| <input type="checkbox"/> Assess ID, income, residency | <input type="checkbox"/> How to shop with eWIC | |
| <input type="checkbox"/> Issue & assign eWIC card & Set eWIC pin; card safety | <input type="checkbox"/> Measure height/weights | |
| <input type="checkbox"/> Explain WIC shopper App | <input type="checkbox"/> Hemoglobin test | |
| <input type="checkbox"/> Assign Food Package | <input type="checkbox"/> Assessment, Education & Counseling | |
| <input type="checkbox"/> Issue benefits / print | <input type="checkbox"/> Schedule appointments | |
| | <input type="checkbox"/> Other | |

Requestor Information

(WIC Director /Training Coordinator)

Name:

Email:

phone:

Comments, Special Needs, Training Considerations, Known Conflicts

Return to Jackie.johnson@nebraska.gov

Please contact Jackie at 402-471-0195 to make sure the session requested is still open before sending this request.

8.11.22