

WIC Trainings (Initial & Annual) ([ER#1.01550](#) Training Local WIC Providers)

Required Modules and Webinar WIC Trainings											
	Modules and Webinars Facilitated by the Local WIC Provider									On the Job Training (includes Modules)	
	Data Security	Conducting Hemoglobin Screening*	Breastfeeding Promotion and Support Module	◆ Income Assessment	◆ Processing Standards	◆ Delayed Bloodwork in MOWINS	Civil Rights	Immunizations	National Voter Registration Act	Clerical	HPA
<i>Time Requirement for completion</i>	Prior to access in MOWINS and annually	Prior to performing the screening	Within 30 days of hire	Within 60 days of hire	Within 60 days of hire	Within 60 days of hire	Within 60 days of hire and annually	Within 60 days of hire and annually	Within 6 months of hire and annually	Within 6 months of hire	Within 6 months of hire
Clerical	X		X	X	X	X	X	X	X	X	
HPA	X	X	X	X	X	X	X	X	X	X	X
WIC Certifier	X	X	X	X	X	X	X	X	X	X	X
CPA	X	X	X	X	X	X	X	X	X	X	X
Nutritionist/Registered Dietitian	X	X	X	X	X	X	X	X	X	X	X
Nutrition Coordinator	X	X	X	X	X	X	X	X	X	X	X
WIC Coordinator	X		X	X	X	X	X	X	X	X	
LWP Training Coordinator	X	X	X	X	X	X	X	X	X		
Vendor Coordinator	X	X	X				X	X	X		
Breastfeeding Coordinator	X		X	X	X	X	X	X	X		
BFPC Coordinator	X		X	X	X	X	X	X	X		
Peer Counselor	X		X				X	X			
Volunteers			X				X	X			

◆ **2011 USDA Management Evaluation**

♥ **Not required if Clerk or HPA is also a Breastfeeding Peer Counselor**

* Performed by HemoCue company trainer or RN trained on HemoCue procedures

** Must be different than previous year and in addition to required continuing education – may be completed as a Staff Inservice.

*** Loving Support through Peer Counseling; Required for Breastfeeding Peer Counselor Agencies

Notes:

- Any WIC employee who functions in more than one job role should look at each individual staff function to determine necessary training requirements.
- Staff returning to work after a break in service of one (1) year or greater shall attend all required WIC trainings within 6 months of re-hire date.

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Required Face-to-Face and Continuing Education WIC Trainings										Optional		
	Face to Face	Face to Face (includes Modules and/or Webinars)				Additional (to be completed after face to face training)			BF Coordinator	BFPC Coordinator ***	WIC Coordinator	Nutrition Coordinator
	Using Loving Support to Grow and Glow in WIC	Paraprofessional/ Professional		MOWINS	LWP Training Coordinator	NTM	Breast-Feeding Continuing Education	CEUs - In area of nutrition &/or health				
		WIC Certifier	CPA									
<i>Time Requirement for completion</i>	Within 6 months of hire	Within 6 months of hire	Within 6 months of hire	Within 6 months of hire	Within 30 days of hire	Within 6 months of hire and every 5 years	Annual**	5 hours annually (FFY)				
Clerical	X ♡			X			X					
HPA	X ♡			X			X					
WIC Certifier	X	X (and Refresher training every 5 years)		X			X					
CPA	X	X	X	X		X	X	X				
Nutritionist/ Registered Dietitian	X	X	X	X		X	X	X				
Nutrition Coordinator	X	X	X	X		X	X	X				X
WIC Coordinator	X			X			X				X	
LWP Training Coordinator				X	X							
Breastfeeding Coordinator	X			X			X		X			
BFPC Coordinator	X			X			X			X		
Peer Counselor							X					
Volunteers												

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