

Nutrition/Health Volume
Certification Section

Failure to Thrive - Risk Factor 134 (2.04300) (moved RF 135 to its own policy)

ER# 2.04300

Authority 2010 7CFR 246.7(e)(2)(i & ii); MPSF:WC-04-21-P WIC Policy Memorandum 98-9
Revision 7

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POLICY: Risk Factors 134 Failure to Thrive (FTT) must be assigned to an infant or child who meets the criteria listed in this policy. Procedures for obtaining data, documentation and assigning risk factors must be followed.

PROCEDURES:

A. Obtaining Data

1. Obtain acceptable documentation or verification of diagnosis from health care provider. The following will be accepted: a note on a physician's prescription pad, referral form, medical record, other reliable record or verbal confirmation from physician or someone working under physician's order. A telephone order is acceptable, as long as it is documented as such in the General Notes in MOWINS. A written statement from the health care provider must be obtained as follow-up to a telephone order.
2. Obtain diagnosis or condition as self reported by applicant/participant/caregiver (see B.2.).
3. For an infant or child, obtain weight and length/height with adherence to the procedures in the Health and Nutrition Assessment Handbook ([HNAH](#)).

B. Documenting and Plotting

1. Scan any acceptable documentation or verification of diagnosis of FTT such as a physician's prescription pad, referral form, medical record, other reliable documentation in the participant's file in MOWINS,.
2. If a participant's/applicant's caregiver self reports participant having been diagnosed with FTT, document the following in MOWINS General/SOAP Notes:
 - a. the name and contact information of the physician or health care provider, and
 - b. whether the condition is being controlled by diet or special formula. If a special formula has been prescribed document the name(s).
3. Record the infant's/child's weight and length/height measurements in MOWINS. MOWINS will automatically plot on the appropriate growth chart.

C. Assessing Risk Factor

1. Assess program category and review diagnosis or condition to verify it substantiates the presence of FTT.
2. Refer to the [Risk Factor Detail Guide](#) for additional information.

- D. **Assigning Risk Factors**
1. The CPA must manually assign Risk Factor 134.
 2. MOWINS will flag an infant or child as high risk. Refer to [ER# 2.02900](#).
 3. Complete a SOAP note in MOWINS.
- E. **Providing Appropriate Counseling** (See [Counseling Guides](#) for suggested counseling). Refer to the [Nutrition Training Manual](#) for more information.
1. Counseling and education shall be provided by the CPA.
 2. Document counseling contact in MOWINS.
- F. **Providing Referrals**
1. Provide appropriate referral information and document in MOWINS.