

## How to Handle Deceased Participants

If the participant is in a current certification, agency staff will add the word DECEASED behind the participants first and last names and the certification record should be terminated with the reason "Participant Died". This termination reason will be visible in the show details on the participant list screen. Agencies should attempt to collect any unredeemed benefits associated with the deceased participants, and make appropriate notes to the folder if necessary.

If the participant is not in a current certification and the agency cannot terminate for reason of "Participant Died", or add DECEASED to the participant's name, they should contact the MOWINS help desk for assistance.

Below is an example of how MOWINS will display deceased participants in a household:

State WIC ID	Household ID	Last Name	First Name	MI	Date of Birth	WIC Category	Gender	Clinic Number	Auth Req
01087726	00666050	SMITH	APPLE		08/24/1995	Non-breastfeeding	Female	01	SMITH
01131270	00666050	SMITH DECEASED	PEAR DECEASED	J	01/21/2017	Child	Male	01	SMITH

  

WIC Category <a href="#">Child</a> Gender <a href="#">Male</a> Next Appointment <a href="#">N/A</a> Telephone <a href="#">314-601-5846</a>	Certification Effective <a href="#">01/23/2017</a> Mid-certification Due <a href="#">07/21/2017</a> Mid-certification Complete <a href="#">08/09/2017</a> Certification End <a href="#">01/31/2018</a> Termination Date <a href="#">01/30/2018</a> Termination Reason <a href="#">Participant Died</a>	Benefit Set <table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">PFDTU</th> <th style="text-align: left;">LDTU</th> <th></th> </tr> <tr> <td><a href="#">01/01/2018</a></td> <td><a href="#">01/31/2018</a></td> <td><a href="#">Issued</a></td> </tr> <tr> <td><a href="#">12/01/2017</a></td> <td><a href="#">12/31/2017</a></td> <td><a href="#">Issued</a></td> </tr> <tr> <td><a href="#">11/01/2017</a></td> <td><a href="#">11/30/2017</a></td> <td><a href="#">Issued</a></td> </tr> </table> Issuance Frequency <a href="#">Tri-monthly</a>	PFDTU	LDTU		<a href="#">01/01/2018</a>	<a href="#">01/31/2018</a>	<a href="#">Issued</a>	<a href="#">12/01/2017</a>	<a href="#">12/31/2017</a>	<a href="#">Issued</a>	<a href="#">11/01/2017</a>	<a href="#">11/30/2017</a>	<a href="#">Issued</a>
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