WIC Participant Responsibilities

Common courtesy. Treat WIC and store staff with respect and courtesy. Rude behavior will be reported and you may lose your WIC benefits.

Keep the folder. You or your proxy **must** sign the WIC ID Folder and always bring this folder with you to all of your WIC appointments and to the store. The WIC ID Folder provides proof of your identification and signature.

Keep your appointments. Call your local agency if you need to reschedule. WIC moms and children must be at all their certification appointments.

Keep us informed. Tell the local agency any time you are going to move, especially if you are moving out of the provider's service area. They can help you transfer to another local agency.

Use your WIC checks correctly. This means:
- Get WIC checks from only one local agency at a time.
- Do not sign your WIC checks before you go to the store.
- Shop at WIC approved stores.
- Use WIC checks within the dates listed.
- Tell the cashier right away that you are using WIC checks to make your purchase.
- Separate WIC foods from non-WIC foods when checking out.
- Read the *How to Use Fruit and Vegetable Checks* section of the WIC Approved Food List booklet when purchasing fresh and/or frozen fruits and vegetables.
- Make sure the cashier entered the correct sale amount on your WIC check before signing.
- Take your signed WIC ID Folder with you to the store, or your purchase will be denied.

Proxies represent you. This means:
- Teach your proxies how to correctly use your WIC checks and buy the WIC approved foods.
- Have your proxies sign your WIC ID Folder before they go to the store to shop for you. Proxies should sign the WIC checks at the checkout stand only after the cashier enters the date and the amount of sale.

Be honest. This means:
- Ensure that only the WIC participant consumes the WIC foods received.
- Buy the WIC approved foods listed on your WIC checks.
- Do not hide facts to get WIC benefits.
- Do not return WIC foods for cash or credit, sell WIC checks or WIC foods, or use WIC checks you reported lost or stolen.
- Do not break these rules or it can result in you being taken off the WIC program, having to pay back money for food you should not have received and/or facing legal charges.

WIC Participant Rights

Nutrition education. WIC helps teach you to feed your family in a healthy way.

Information and referrals. WIC provides information about referrals to health care, immunizations and other programs.

Breastfeeding support. WIC provides breastfeeding information and support.

WIC foods. You will receive WIC checks for healthy foods each month you are eligible for WIC.

Equal treatment. You are treated with respect and courtesy no matter your race, color, national origin, age, disability, sex, religion or political affiliation.

Fairness. You may appeal any decision made by the local agency regarding your eligibility for the program.

Help from others. You may have a designated proxy pick up your WIC checks and shop for you.

Voter registration. You have an opportunity to register to vote.

Call your WIC clinic:
- If you can't keep your next appointment.
- If you have questions about nutrition or breastfeeding.
- If your checks are lost or stolen.
- If your name, address or phone number changes.
- If you have comments or concerns. Your feedback is important to us.
- If you have questions about WIC foods or trouble finding WIC foods.

Misuse of WIC Benefits:
Buying, selling or otherwise misusing WIC benefits is a crime. To report suspected abuse, call 800-424-9121 or visit www.usda.gov/oig/hotline.htm.

Always bring the WIC ID Folder with you:
- To your WIC appointments (along with your picture ID).
- To the grocery store.
- If you move and want to transfer benefits.

Missouri WIC Eat Healthy. Stay Well. DHSS **www.health.mo.gov/wic**

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This institution is an equal opportunity provider.

WIC-17 (02-17)

Missouri WIC ID Folder

Special Supplemental Nutrition Program for Women, Infants and Children

People authorized to use WIC checks:
Las personas autorizadas para utilizar cheques de WIC:

Authorized Representative (Guardian) Signature/Representante Autorizado (Tutor) Date/Fecha

Proxy Signature (1)/Firma del Apoderado (1) Date/Fecha

Proxy Signature (2)/Firma del Apoderado (2) Date/Fecha

Authorized Representative/ Representante Autorizado: _____ Household ID Number/Identificación del Hogar: _____

Name/Nombre	Category/Categoría I, C, P, N, B	State WIC ID Number/ Numero del estado del WIC	DCN Number/ DCN Numero	Date/ Fecha	Time/ Tiempo	Appointment Type/ Tipo de Cita	Notes/Notas

For your certification appointment, bring proof of identity, income, and residency.