

# **Nutrition Management Evaluation (ME) Finding #4 Training**

LPHA administrators, WIC coordinators and nutrition coordinators



This institution is an equal opportunity provider.

# Finding #4

**The state agency (SA) does not ensure that all local agencies (LAs) conduct a comprehensive nutrition and breastfeeding assessment consistent with WIC regulations and policy.**

*A nutrition and breastfeeding assessment is not completed at the time of certification.*

# **Finding #4: Nutrition and breastfeeding assessment**

## **What the SA will do:**

- Update policies.
  - Change minimum education requirements for nutritionists.
  - Expand the competent professional authority (CPA) minimum qualifications.
  - Phase out the WIC certifier role.
- Develop nutrition training and competency requirements.
- Provide additional opportunities for LA training and technical assistance.

**When:** October 1, 2025.

# Policy updates

- 2.4.030 Local Agency Nutrition Personnel: Nutritionist.
- 2.4.040 Local Agency Nutrition Personnel: Nutrition Coordinator.
- 2.4.050 Local Agency Nutrition Personnel: Competent Professional Authority.
- 2.4.070 Local Agency Personnel: Health Professional Assistant (HPA).
- 8.1.070 Certification and Mid-Certification Assessment (MCA) Data Collection and Risk Factor Assignment.
- **Discontinue 2.4.060 Local Agency Personnel: WIC Certifier on October 1, 2025.**

# Nutritionist

- Bachelor's or master's degree in the field of nutrition from an accredited college or university.
  - Minimum of 15 semester hours in food and nutrition.
    - Nutrition counseling, nutrition education (theories and practices), nutrition in the life cycle and food science.
  - No longer require medical nutrition therapy or diet therapy.
- Establish a staffing recommendation.
  - One full-time nutritionist for every 1,000 participants per monthly caseload.
- Competency checklist completed by the nutrition coordinator.

# CPA

- Registered nurse (RN), physician or physician's assistant and registered dietetic technician (2-year degree).
- Licensed practical nurse (LPN) and International Board Certified Lactation Consultant (IBCLC).
- Four-year degrees in social work, sociology, counseling, psychology, public health, health education, health science, biomedical science and education.
- Four years of consecutive, current WIC experience.
  - HPA.
  - Breastfeeding peer counselor (BFPC).
  - WIC certifiers (not listed in the policy.)

# Eligible paraprofessionals

- Four years of consecutive, current WIC experience.
- Recommendation form completed by the nutrition coordinator.
  - Technical assistance (TA) nutritionist approval.
- Required training completed within 6 months of hire as a CPA.
- Competency checklists completed by the nutrition coordinator.
  - New requirement for all CPAs hired after policy changes are effective.

# Ineligible WIC certifiers

- Do not meet the minimum CPA qualifications.
  - Assume an HPA position on October 1, 2025.
    - Until minimum qualifications are met.
    - A CPA position is available.



# Training

- New training-January 2025.
  - WIC basic nutrition and maternal, child and infant nutrition.
    - CPAs without equivalent courses.
  - Formula training.
    - CPAs and nutritionists.
  - Counseling.
    - CPAs and nutritionists.

# Training

- WIC Professional training.
  - CPAs and nutritionists.
- WIC Paraprofessional training.
  - HPAs.
  - Last training for certifiers is December 2 and 3, 2024.
- Breastfeeding Basics (both days).
  - CPAs and nutritionists if they have not taken both days previously.

# Nutrition coordinator

- Monitoring and evaluation requirements.
  - Competency checklist completed within 6 months of hire for all nutritionists and CPAs.
- Nutritionist staffing recommendation.
  - One full-time nutritionist for every 1,000 participants per monthly caseload.

# Next steps

- Complete the survey.
- (URL Code coming soon).
- Work with your TA nutritionist on a plan.
- Read all updated policies.
- Consider remote service options.
- Attend future training and technical assistance sessions.

# Questions?



**Thank you for  
attending.**

