



SECTION: Certification
SUBJECT: **CERTIFICATION PERIODS**
DATE: June 29, 2016 (*Revised*)

645

POLICY: Eligible individuals will be enrolled in the WIC program for the length of time allowed by USDA regulations.

PURPOSE: To insure that participants are enrolled for the proper length of time.

RELEVANT REGULATIONS: 7CFR §246.7(g)—Certification periods
ASM 04-52—Implementation of the Certification and General Administration Provisions of P.L. 108-265

OREGON WIC PPM REFERENCES: ♦511—Food Benefit Issuance
♦636—Participant Notification: Ineligibility and Termination from WIC
♦653—Participant Transfers Into and Out of State
♦654—Participant Transfers Within State.
♦710—**BREASTFEEDING:** Definition, Promotion and Support Standards

DEFINITIONS:

<i>Breastfeeding woman</i>	The generic term for women who provide breast milk to their infant(s). The term breastfeeding woman includes all women who are fully breastfeeding, mostly breastfeeding, and some breastfeeding . See ♦710— BREASTFEEDING: Definition, Promotion and Support Standards
<i>Post-partum non-breastfeeding woman</i>	A woman after termination of pregnancy (live birth, stillbirth, miscarriage at any state of pregnancy, or abortion) who is not breastfeeding her infant.
<i>Child</i>	A person from the 13 th month of age to the month of his or her fifth birthday.
<i>Infant</i>	A person who is 12 months old or less.
<i>Temporary newborn (TNB)</i>	Local programs have the option of using birth weight and length to certify infants immediately after birth. This is called a temporary newborn certification. However, infants must be brought to the clinic at the six-week postpartum visit for completion of the nutrition risk assessment, including a current length, weight, health history and diet assessment.

CERTIFICATION PERIODS, *cont.*

PROCEDURE:

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| Women | 1.0 | Certification periods for women : |
| <i>Pregnant women</i> | 1.1 | Certify pregnant women from their entry into WIC until their estimated date of delivery (EDD) plus 6 weeks rounded to the end of the month. The maximum eligibility period is calculated from the EDD and will not exceed 42 days past the EDD.
1.1.1 The certification period of a pregnant woman cannot be extended , even when there is difficulty in appointment scheduling.
1.1.2 If the EDD changes during the pregnancy and the change is entered in TWIST, the end of the certification will be the new EDD date plus 6 weeks rounded to the end of the month.
1.1.3 When a participant notifies the local program that she has delivered, the program must recertify the participant any time from the actual date of delivery (ADD) up to 6 weeks postpartum rounded to the end of the month. |
| <i>Breastfeeding women</i> | 1.2 | Certify breastfeeding women for a period of up to one year, ending with the end of the month in which her infant reaches her/his first birthday.
1.2.1 A some breastfeeding woman does not receive food benefits after six months postpartum, but continues to be certified and receives all other WIC program benefits.
1.2.2 If a breastfeeding women stops breastfeeding, her category will be changed to postpartum, non-breastfeeding and her certification period will be shortened accordingly (see 1.3 below). |
| <i>Postpartum, non-breastfeeding women</i> | 1.3 | Postpartum, non-breastfeeding women are certified from the date of the certification visit to 6 months postpartum rounded to the end of the month. The end of the certification period is calculated from the ADD. |
| Temporary newborn (TNB) enrollment | 2.0 | Local programs may temporarily enroll newborns in WIC from the date of birth through 6 weeks of age with a maximum eligibility of 42 days from the date of enrollment.
2.1 The TNB infant must have a full WIC certification completed within this 42-day time period in order to avoid termination from the WIC program.
2.2 The TNB certification period may not be extended by one month. |

CERTIFICATION PERIODS, *cont.*

- 2.3 Once the infant certification is completed for WIC, the certification dates are from the day after the temporary newborn (TNB) enrollment end date through the end of the month in which the infant reaches her/his first birthday.
- Infants** 3.0 Infants 6 months or younger when enrolled are certified for a period of up to 12 months, ending the month in which the infant reaches her/his first birthday. Infants 7 months or older when enrolled are certified for a 12 month period starting from the date they are enrolled and rounded to the end of the month. The length of an infant certification period is the same regardless of the infant category.
- 3.1 When there is difficulty with appointment scheduling for an infant, the certification period may be shortened or lengthened by a period not to exceed one month. However, the certification period of a temporary newborn can *never* be extended.
- Children** 4.0 Children are certified for intervals of 12 months. Certification may last through the end of the month that a child reaches their fifth birthday. The certification period begins the day of their eligibility screening and continues until the child has received 12 months of benefits. The calculated end certification date cannot exceed the last day of the month that a child turns 5 years of age.
- Shortening or lengthening a certification period* 4.1 When there is difficulty with appointment scheduling for a child, the certification period may be shortened or lengthened one time during the certification by a period not to exceed one month. However, the certification period can *never* extend beyond the end of the month of the child's fifth birthday.
- Termination notice** 5.0 A participant who is to be terminated from the WIC program at any time during the certification period shall be notified in writing not less than 15 days before the termination takes effect. See ♦636—Participant Notification: Ineligibility and Termination from WIC for guidelines.
- EXCEPTIONS:** Such notification is not required for participants who are disqualified for not using their vouchers or participants who move out of state and leave no forwarding address. See ♦636—Participant Notification: Ineligibility and Termination.
- Transfers** 6.0 Certification for WIC participants who transfer in from another WIC program in Oregon or any other state remains valid until the end of the participant's original certification period as indicated on a valid Verification of Certification (VOC) card or WIC transfer card. See ♦653—Participant Transfers Into and Out of State and ♦654—Participant Transfers Within State.

CERTIFICATION PERIODS, *cont.*

***Food benefit
issuance*** 7.0 See ♦511—Food Benefit Issuance for instruction on when benefits can no longer be issued due to the certification category. ★

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