

## **UMCHS WIC Guidance for Quality Nutrition Education**

### **Marketing Classes**

1. Certifiers will have a three month schedule of classes available to use when scheduling clients in a class. This will help clients and certifier select a class that is appropriate for the client and the best time available.
2. Classes will be offered throughout each month and at various times to help meet client needs.
3. The monthly classes will be posted in the clinic, and also in local agencies that serve WIC clients. (Health Dept, OCDC, Health Clinics, Head Start)
4. UMCHS web page will include WIC class information.

### **Class Presentation**

1. Facilitator will prepare prior to class:
  - Materials and hand outs will be ready and placed in room
  - Classroom will be arranged to meet of the objectives of the class. (Clients will have full view of presenter and equipment to encourage participation and interaction. Room will be well lit, room temperature will be comfortable, and seating will be comfortable.)
2. Time will be allowed in the daily schedule for class preparation and class evaluation.
3. If using a video for the class, a discussion format will be used. Certifier will be present and available during the video.
4. Facilitator will be familiar with class information.
5. Facilitator will use approved class outline.
6. Facilitator will introduce self and learning objectives of the class.
7. Facilitator will allow clients to complete the evaluation of the class.
8. "Quick WIC" classes must also adhere to the above guidelines.

Remember, classes should be a valuable experience for all.

### **Individual Education for 2<sup>nd</sup> Nutrition Contact**

1. Weight and height will be taken and recorded on card and in TWIST medical screen.
2. Hemoglobin will be measured and recorded as needed per Oregon WIC policy 625.
3. Certifier will follow up on the goal the participant set at their certification appointment.
4. Individual education and support materials offered by the certifier will reflect the participant's interest and goals.
5. Certifier will update information in TWIST. Use of progress notes is encouraged.

6. Certifier will ensure that participant's next appointment is scheduled and written on their WIC ID card.

**Monitoring**

1. WIC Manager will monitor classes and 2<sup>nd</sup> nutrition contacts on a quarterly schedule to assure quality of nutrition education experiences.

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