



**Welcome**  
Participant and  
Introductions

**Explain** to the participant what the appointment will look like and about how long it will take

**Document eligibility proofs:**  
Identification  
Residency  
Income

Let participant know you will ask a series of questions for the nutrition assessment  
**Use Assessment Questions Staff Tool**

**Assign risks and set nutrition goals** based on nutrition assessment

**Complete the Nutrition Assessment**  
Assess for health and nutrition concerns and resources the family may need

Ask for Anthro/Lab data **(if available):**  
Height  
Weight  
Iron

Let Participant know documents and signatures will be required after COVID-19

**Provide Rights and Responsibilities Form** verbally or digitally  
**Confirm** participant understands and document  
**Certify** the participant

**Prescribe and Issue Benefits**

**Discuss** the food benefits with the participant

- **Encourage** participant to use the WICShopper app
- **Offer** the Shopping List
- **Determine** how to provide the WIC Card (mail or use physical distancing)

**Offer nutrition education and resources**  
Use a digital handout if available  
See the WIC publications page

**Practice compassion and patience.**  
Remember—we're isolating ourselves to protect our communities and people we love. This is hard, but our friends and families are worth it!

See Remote WIC Services policies for more details

**Schedule next appointment**

Thank you to our dedicated staff.



**#WICSTRONG**

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Washington State WIC Nutrition Program

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[civil.rights@doh.wa.gov](mailto:civil.rights@doh.wa.gov).

