

Food Package III - Introduction

Intro

This HuBERT on-demand training module is provided by...

Intro1

...the MN Department of Health WIC Program. It provides an overview of food package 3.

What is Food Package III

Overview

Food Package III allows infants, children and women who have a documented qualifying medical condition to be issued WIC formula, as well as have certain adjustments to the standard food package, because conventional food, or the standard food package, is precluded, restricted, or inadequate to address their specific nutritional needs.

All participants with food package III are considered high risk.

Documentation

The **Request for Medical Formula** form, Exhibit 7-D in the MN Operations Manual, is required for any participant receiving Food Package III. It should be completed by their health care provider prior to issuance of any benefits for Food Package III, and scanned into the participant's folder.

Form 7D Fades In

7D

The approval is good for a maximum of 6 months, or the length of use indicated, or until the prescription is changed.

<no audio> Click when ready to continue.

Bottom Half of Form 7D Slides Up

7D1

Our agency should have a consistent process and a designated CPA responsible for managing medical formula requests.

<no audio> Click when ready to continue.

FP III & Infants

Infant Overview

Food package III allows issuance of special or medical formula instead of contract formula and/or an increased amount of formula in lieu of supplemental foods.

Infant Overview Fades Out

Infant 7D

Bobby Pin is a 3-month old infant with PKU who has a Request for Medical Formula approval for Phenyl-Free 1 and has been approved for 6 months.

Infant 7D Form Fade to Bottom

Infant 7D1

The approval begins today, April 17th, and was signed by his doctor, Dr. Who. The form was emailed earlier to our staff person that handles these requests and she has already scanned it into his participant folder...

Alert Fades In

Alert

...which she indicated in an alert.

Alert Fade Out

Infant CGS

We've started a cert for Bobby. We indicate Food Package III in Health Information.

<no audio> Click on **Health Information**.

Infant Health Info

We've created a two-way link with Mama's record, which allows the Health Information we entered into her folder to auto-populate in Bobby's.

To indicate Bobby has approval for, and requires, Food Package III we click the checkbox.

<no audio> Click the **Requires Food Package III** checkbox.

Infant Date Verified

The **Date Food Package III Verified** auto-populates with today's date. It must be the current date to issue benefits.

Issue Screen Fades In

Infant BI Msg

HuBERT performs a validation before suggesting benefits to inform us if we need to update the Food Package III Verified date.

<no audio> Click when ready to continue.

Issue Screen Fades Out

Infant Health Info1

Let's save our change...

Infant CGS1

...and we'll quickly complete the rest of the CGS.

CGS Fade to Completed Checkboxes

Infant CGS2

Go ahead and open Food Prescription.

<no audio> Click on **Food Prescription**.

Infant Select Formula

This time, when the Select Formula screen opens, the **Special** radio button is auto-selected.

We'll quickly scroll to PHENYL-FREE 1.

Infant Scroll

<no audio> Scroll Special Formula list.

Infant Scroll1

<no audio> Scroll Special Formula list.

Infant Select Formula1

...and select it.

<no audio> Select PHENYL-FREE 1.

Infant Select Formula2

<no audio> Click OK or press the Enter key.

Infant Verbal

This is the same Special Prescription Item dialogue we saw earlier when discussing 19 Kcal formulas.

This time, let's take a minute to explain the function of the Verbal checkbox.

Medical documentation may be provided by phone until written confirmation can be received if delaying formula issuance would place the participant at increased nutritional risk, which we have to assess on a case-by-case basis.

We should select this checkbox, to indicate we only have verbal confirmation from the health care provider, and not written.

Benefit issuance is limited to one month so our End Date should be a date that ensures a second set can't be issued using this same prescription. For instance, we could enter the Last Date to Use of the set being issued (and we'll talk about the Last Date to Use a lot in the Benefits Management modules so we'll know what that means ☺).

We still have to select Medical Documentation and enter the doctor's name.

Written confirmation must be received within one month or before more benefits can be issued. A new prescription should be created once the documentation has been received.

Best Practice would be to also create an alert to let the next staff person helping this participant know that we need written documentation to issue benefits again.

Add Alert Fade Out

Infant Spec Rx Item

But Bobby has written documentation so let's complete the required information.

<no audio> Type **10/17/19** into the **End Date** field and select **Medical Documentation**.

Infant Spec Rx Item1

Local agencies should have a standard format for completing the physician's name field. Ours is last name, comma, space, DR, period,

<no audio> Type: **WHO, DR.** into the Physician's Name field and click the **OK** button.

Increased Formula in lieu of Supplemental Foods

Infant Overview1

For infants 6 months or older FPIII also allows an increased amount of **special or contract** formula in lieu of supplemental foods.

The amount of formula provided to infants 6 to 11 months old decreases when they start receiving supplemental foods.

An infant receives the largest number of cans when they are 4-5 months old.

If supplemental foods are removed due to Food Package III, the amount of formula can be increased to the max number of cans typically provided to infants 4-5 months old for infants that are currently 6 through 11 months old.

Med Formula Amt. Fades In

Medical Formula Amounts Guide

The MN WIC Program Formula Amounts Guide for Medical Formulas, available on the MDH WIC website, is a reference that provides information about allowed amounts for special formulas based on WIC Type, age category, breastfeeding amount and allowed amount if increased in lieu of providing supplemental foods.

Med Formula Amt. Fades Out

Save Spec Rx

So, we just saved our special prescription for Bobby Pin.

Infant Solids Msg

Since we are in the CGS, HuBERT is creating default food packages for all of our infant age categories, which is why this message displays next. It's asking whether, since Bobby is going to be over 6 months old for the 6-8 age category and is FPIII, we want to remove the solid food items and increase the formula to the amount provided for 4-5 month old infants?

Infant Solids Fade In

7D2 Solids

Our form indicates we are to omit solid foods...

Infant Solids Fade Out

Infant Solids Msg1

...so we want to click Yes.

<no audio> Click Yes or press the Enter key.

Infant Solids Msg2

The message displays a second time because it needs to know the same thing for the 9-11 month age category.

Same documentation approval still applies (at least for his 9-month food package), so we click Yes again.

Infant FPs Fade to Expand

Infant FPs1

<no audio – description> Expanded infant food packages display.

Notice there are no supplemental foods in the infant food packages and the quantities, based on the MN WIC Program Formula Amounts Guide for Medical Formulas, are those allowed for 6-11 months without infant foods (and is the same amount as 4-5 month old infants receive)

Editing Special Prescriptions

Edit

Let's try editing the May 13th special prescription

<no audio> Click on **05/13/2019** to highlight/select.

<no audio> Click the **Edit** button.

Edit1

<no audio> Click the **Edit Food Item** button.

Edit2

The only thing we can edit in an existing special prescription is the quantity.

Edit3

So, in general, if we need to edit a special prescription, it is best practice to create a new food package.

And when we look at benefit issuance we will see there are other ways to edit issued formula and infant foods in the Food Adjustment Wizard.

End

Thank you for reviewing this HuBERT on-demand training module presented by the MN Department of Health WIC Program.