

## Nutrition Assessment - Introduction

### Introduction

This HuBERT on-demand training module...

### Intro1

... is provided by the MN Department of Health WIC Program. It provides an overview Nutrition Assessment.

## About Nutrition Assessment

### About

Nutrition Assessment is an essential, and required, component of every certification and it must be documented.

The Nutrition Assessment functionality in HuBERT provides one option for documenting that Local Agencies can choose to use.

### About1

It is available in the Participant Folder and included in the Certification Guided Script...

### About2

...but it is not required, which allows agencies that choose to use this tool flexibility in when and where we document our nutrition assessment.

### About3

The Nutrition Assessment functionality in HuBERT provides questions to guide us in engaging participants and gaining both objective and subjective responses about their dietary behaviors and health.

Each question topic is geared towards a risk factor grouping and are organized into five different categories, ABCDE:

A = Anthropometric, the risk factors in the 100s that focus on height, weight and growth measurements

B = Biochemical, the risk factors in the 200s that focus on blood tests

C = Clinical and Medical, the risk factors in the 300s that focus on health conditions and health history

D = Diet and Nutrition, the risk factors in the 400s that focus on nutrition needs

And

E = Environmental or Other Factors, the risk factors in the 900s that focus on smoking, abuse, substance abuse and foster care

## Add Contact

### PF

Since the Nutrition Assessment tab is the same in the Participant Folder and Guided Script, we'll take a look at the tab in the folder.

We certified Izzy Dahl a little earlier today and didn't have time to complete our Nutrition Assessment. So we are going to complete it now in the Participant Folder.

<no audio> Click the **Nutrition Assessment** tab.

### NAT Top

<no audio – top of screen with tabs>

### NAT

<no audio – pans to display bottom of screen with buttons>

We can only add a new contact if the participant is in a current certification.

<no audio> Click the **Add Contact** button.

### NAT Questions

The questions that display are dictated by the participant's WIC Category, Age and breastfeeding amount.

For breastfeeding women, infants 6-12 months old and children who could potentially have a Mid-certification assessment, or MCA, the first question is whether this contact is for a MCA.

### NAT MCA Q

There are two types of questions:

Those with Yes and No answer and short answer.

<no audio> Click the **Answer** drop-down.

## Answer

Yes and No questions are directional and will jump us to our desired set of questions. So, if we select Yes because we are documenting the Nutrition Assessment for the MCA...

<no audio> Select **Yes**.

## Answer1

And click the **Next** button...

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

## Previous

...it jumps to question 15 out of 19, which is the first MCA question appropriate for assessing a child.

We can jump back to our last question by clicking the Previous button.

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

## Question Types

This time let's select No.

<no audio> Click the **Answer** drop-down.

<no audio> Select **No**.

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

## Question Types1

When documenting certification nutrition assessments, the next question that displays asks us what question format we want: Complete Questions or Brief Questions and Probes.

Let's take a look at the complete question format.

<no audio> Click the **Answer** drop-down.

<no audio> Select **Yes**.

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

## Complete

The complete questions are fully written out with probes, or areas of inquiry, that should be touched upon to allow for a full assessment.

This type of question may be more helpful to staff who don't work in WIC full-time.

For some questions, we will need to scroll to view the question in its entirety.

<no audio> Click below the scroll bar.

Let's take a look at the same question in the brief format.

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

## Question Types2

<no audio> Click the **Answer** drop-down.

<no audio> Select **No**.

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

## Brief

The brief questions and probes are similar but tend to be suggested broad-scoped questions with general probes to remind us of areas that need to be assessed.

<no audio> Click below the scroll bar.

We can type pretty much anything into the Answer field, which has a max of 4000 characters, including numbers and special characters.

## Type Answer

Once we've completed our answer, we click Next to continue with our set of questions.

<no audio> Typed: Once we've documented our assessment of anthropometric risk factors...

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

## No Answer

Answers are not required and we can click Next without entering anything.

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

# Assigning Risk Factors

## Risk Factors

The ability to add risk factors is a feature of the short answer type of question.

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

## RF List

The list includes all risk factors (based on WIC Category, age and breastfeeding amount), and not just those applicable to our current question, which allows us to assign any appropriate risk factor at any time based on the flow of our conversation during the Nutrition Assessment.

<no audio> Click below the scroll bar.

## AssignRFs

For instance, when we were discussing anemia we remember that mom started telling us all about the trouble she is having getting Izzy, who is almost two years old, off the bottle. And that she really likes Kool-Aid in her bottle, which she gives to her twice every day, and her dentist said that she now has baby bottle caries, which has her really worried...

We might want to select some applicable 300 and 400 risk factors.

Since it's a multi-select list, go ahead and select risk factors 381, 425A, 425B and 425C.

<no audio> Select **381 – Dental Problems**.

<no audio> Select **425A – Inappropriate beverages as primary milk source**.

<no audio> Select **425B – Use of sugar-containing fluids**.

<no audio> Select **425C - Inappropriate use of bottles, cups or pacifiers**.

<no audio> While we have the list still open, we remember that...

<Cymbal Sound>

<no audio> Oh yeah! 425A has to do with providing alternate milk sources like goat's, sheep's or substitute milks or other homemade concoctions. So that doesn't apply...

<no audio> Click when ready to continue.

So let's remove 425A and then save our risk factors.

<no audio> Click to **deselect 425A - Inappropriate beverages as primary milk source**.

<no audio> Click **OK** to save assigned risk factors.

## Delete RF

After closing the list, we then remember that as mom continued, she also told us that since the dental caries, she had put a stop to the Kool-Aid...

We can also delete risk factors we've added. Go ahead and delete 425B.

<no audio> Select **425B – Use of sugar-containing fluids.**

Since it's multi-select, we also have to de-select 425C, which we want to keep.

<no audio> Click to deselect **425C - Inappropriate use of bottles, cups or pacifiers.**

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

### Delete RF1

<no audio> Message: Are you sure you want to delete the selected Risk Factors?

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

### Next

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

### Finish

Notice that the assigned risk factors only display on the screen where they were assigned.

We have the flexibility to finish the Nutrition Assessment at any time.

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

### Summary

A summary of the Nutrition Assessment Contact displays all the question we viewed. For questions where no answer was documented, HuBERT displays None.

<no audio> Click below the scroll bar.

### Summary1

Any risk factors assigned also display.

<no audio> Click below the scroll bar.

## Delete Contact

### Delete

Only one contact can be completed per day, which is why the Add Contact button is no longer enabled.

We can delete the contact as long as it wasn't created in the Certification Guided Script and was created on the same date we are deleting it.

Let's click the **Delete Contact** button.

<no audio> Click the **Delete Contact** button.

### Delete1

The confirmation message warns us that the risk factors assigned during the contact will be removed if we were to delete the contact. We don't want to do this so click the **No** button.

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

## Edit Contact

### Edit

We can also edit but it has the same rules as deleting a contact, we can edit only if created in the Participant Folder, and not the CGS, and it has to have been created on the same date

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

### Edit1

The answers we've already selected will display and we can use the next button to move through our questions and complete or edit as necessary.

### Edit2

We know we've completed all the questions once we've viewed and added documentation as appropriate for each A, B, C, D and E topic. This format is followed for the Complete, Brief and MCA Questions.

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

### Topic A

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

### Topic B

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

### Topic C

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

### Topic D

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

## Topic E

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

# Completing Nutrition Assessments

## End Slide-MCA

The next section either starts right away, such as the MCA after the brief questions.

## End Slide-Complete

...or an end slide displays indicating it's the end such as after the complete questions.

## End Slide-MCA1

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

## Scroll

<no audio> Click below the scroll bar.

## Scroll1

<no audio> Click below the scroll bar.

## Scroll2

<no audio> Click when ready to continue.

# Multiple Contacts

## Multiple

If there are multiple Nutrition Assessment records, the most recent displays at the top of the tree and clicking on each date node will display the questions and answers for that contact.

<no audio> Click the **11/18/2018 node**.

## Multiple1

<no audio> Click when ready to continue.



## Risk Factors Tab

### RF Tab

Let's take a quick look at the Risk Factors Tab since we added two risk factors in Grace's Nutrition Assessment contact.

<no audio> Click the **Risk Factors tab**.

### RF Tab1

The Risk Factors we added in the Nutrition Assessment contact display with an "N" next to them.

Since we completed it on the same day as the cert, which is highly recommended, it was added to the original cert information.

### Pseudo-Cert

If we had added it on the next day (March 20<sup>th</sup> instead of March 19<sup>th</sup>) because we knew we wouldn't have had enough time to complete it, it would display as a pseudo-cert, which is simply a change in how the certification risk factors display caused by risk factors assigned on a different date. We will learn more about pseudo-certs when we look at assigning risk factors more closely.

We have one more thing to look at in the Certification History tab.

<no audio> Click the **Certification History tab**.

## Certification History

### Cert Hx

Since we didn't complete the Nutrition Assessment in the Guided Script, nothing displays next to it in the Certification History tab.

If we had, the date, time and our staff ID would display.

## Copy Answer from Another Household Member

### Copy

There is one more function that we need to take a look at. This time, we'll look at the Nutrition Assessment screen in the Guided Script.

<no audio> Click on **Nutrition Assessment**.

### Copy1

We are certifying three children in the Lessly family and Grace is a child who is almost one and half years old...

### Copy2

...and we've completed the Nutrition Assessment for her adding documentation when appropriate.

Notice that we used the Complete Questions format.

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

### Copy3

<no audio> Displays checkmark for Nutrition Assessment on Grace's CGS screen.

### Copy4

Next, let's complete the Nutrition Assessment for Hope, who is four year old child.

<no audio> Click on **Nutrition Assessment**.

### Copy5

Start the Nutrition Assessment, selecting the Complete Questions format. Go ahead.

<no audio – failure hint> Click the **Add Contact** button.

### Copy6

<no audio – failure hint> Click the **Answer** drop-down.

### Copy7

<no audio – failure hint> Select **No**.

### Copy8

<no audio – failure hint> Click the **Next** button.

### Copy9

<no audio – failure hint> Click the **Answer** drop-down.

### Copy10

<no audio> Select the Complete Questions format.

<no audio – failure hint> Select **Yes**.

### Copy11

<no audio – failure hint> Click the **Next** button.

### Copy Answer

We had documented an answer for this question in Grace’s Nutrition Assessment.

### Copy Answer1

Since we selected the **same** format and Grace and Hope are the **same WIC Category, both children**, we can copy our answer for Grace **if it is applicable** to Hope as well.

<no audio> Click the **Copy Answer from Other Household Member** button.

### Copy Answer2

The answer from Grace’s contact displays, default selected.

If there were more than one possible answer, we would be to select the answer that applies.

Clicking OK saves the same answer for this household member.

<no audio> Click the **OK** button or press the Enter key on the keyboard.

### Copy Answer3

<pause for animation>

If we copy an answer, we can also edit it...

### Edit Copy

<no audio> Zoom to new screen

### Edit Copy1

<no audio> Cursor selects text.

### Edit Copy2

<no audio> Types: copied since it was the same for all family members...

### Copy Message

If a question does not meet the criteria for copying because it is a different format or has been answered for a different WIC type, which means the question itself is different...

### Copy Message1

...the following message will display when the Copy Answer button is clicked.

<no audio> The same question has not been answered by another household member.

**End**

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