WINNIE the Scoop! Newsletter #10

AUGUST 18, 2021

Please share this information with all WIC Information System users!

Reminder! Please submit any WINNIE questions for the WIC Conference by August 20th!

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The WINNIE Application/Software

Although WINNIE isn't considered a "new" system (since the database is the same and the internal code is simply being rewritten) like when we transitioned to HuBERT, by the very nature of making the system browser-based, how it looks and feels to the user will be very different.

Therefore, going forward we will take a look at some of the screens in WINNIE and some exciting new changes that will be coming. In this newsletter, we'll take a look at transfers, in-state and VOCs.

In-State Transfers

Transfers in WINNIE function similarly to HuBERT. In-state transfers are initiated by double-clicking on the participant "card" (1), or clicking the Open Folder icon (2), on the Search (3) screen to open the Participant Folder.
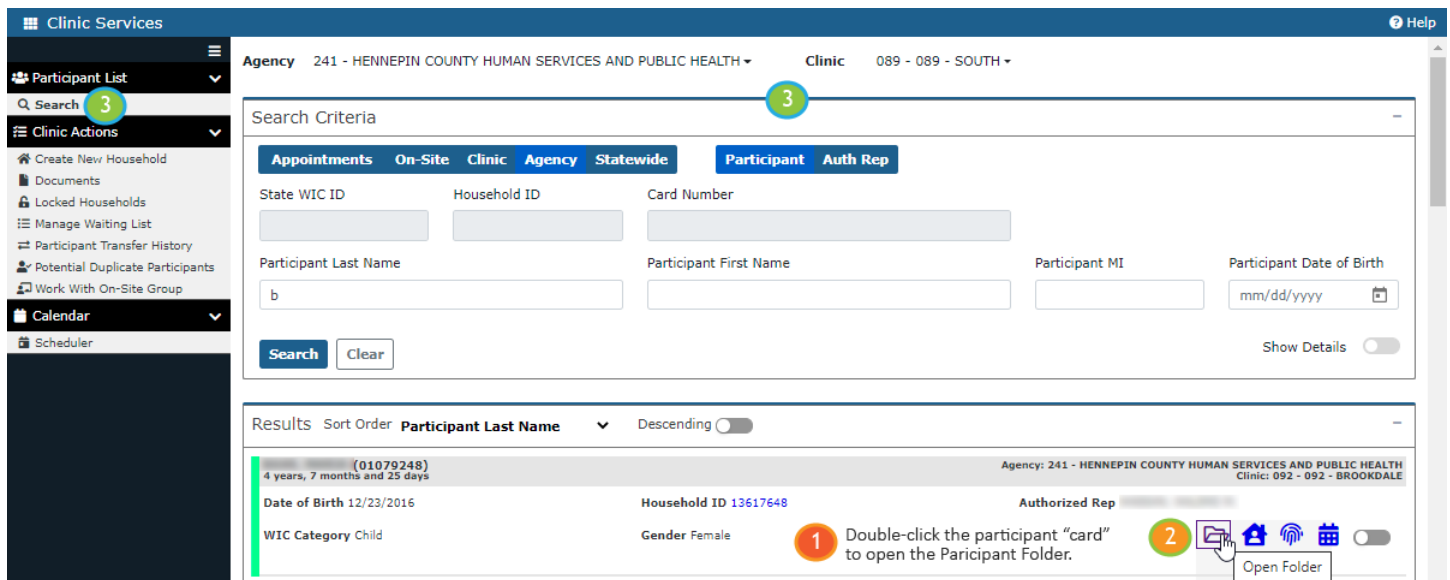

A confirmation message (1) displays if the participant currently belongs to another clinic or agency (2) from the agency/clinic the user is currently working in (3).
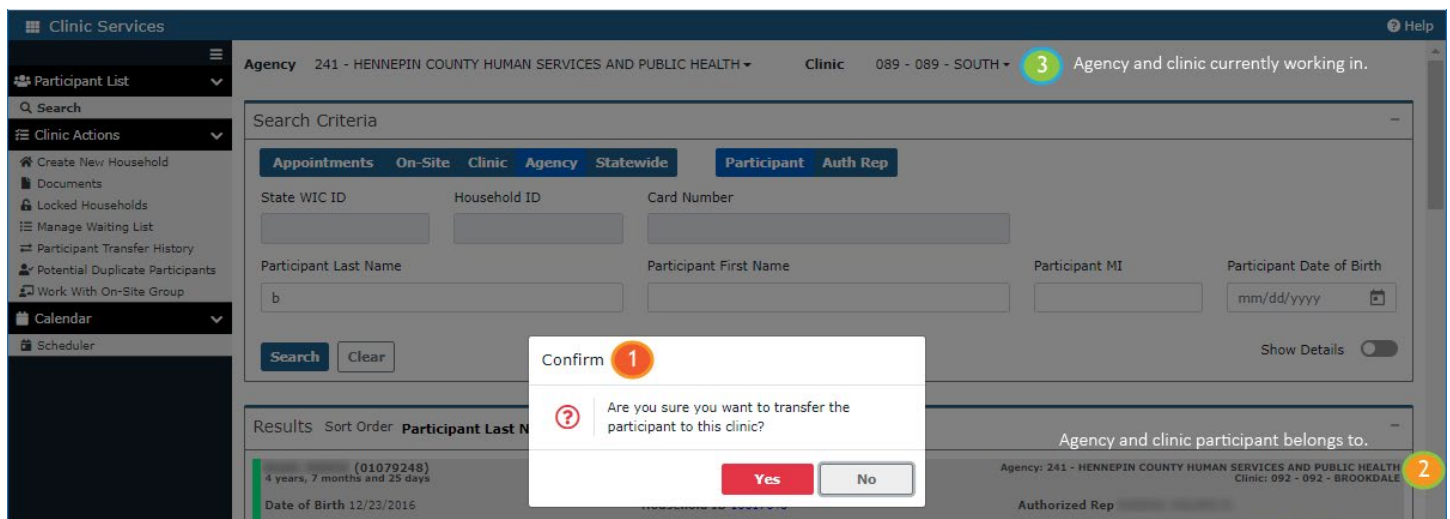
If the participant belongs to the current agency and the user wants to keep them in the same clinic, as long as the user has rights to access that clinic, the user can click No on the message and **easily change the clinic being worked in** by selecting from the Clinic drop-down (1) at the top of the Search screen.
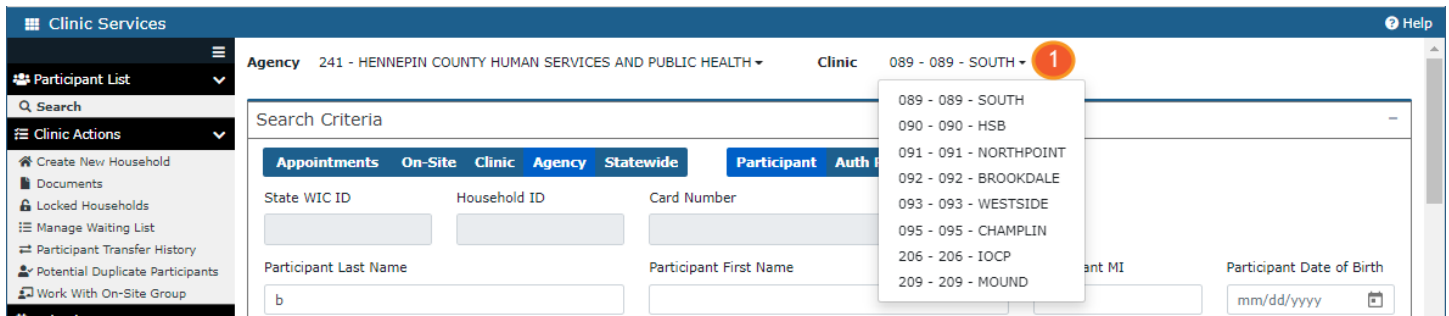
If the participant is to be transferred to the clinic the user is currently working in, like in HuBERT, the user can click **Yes** on the message and the *Transfer Participants* modal (1 – below) (a new window that opens on top of an existing screen and locks the screen beneath it until the new, or top, window is closed) displays.
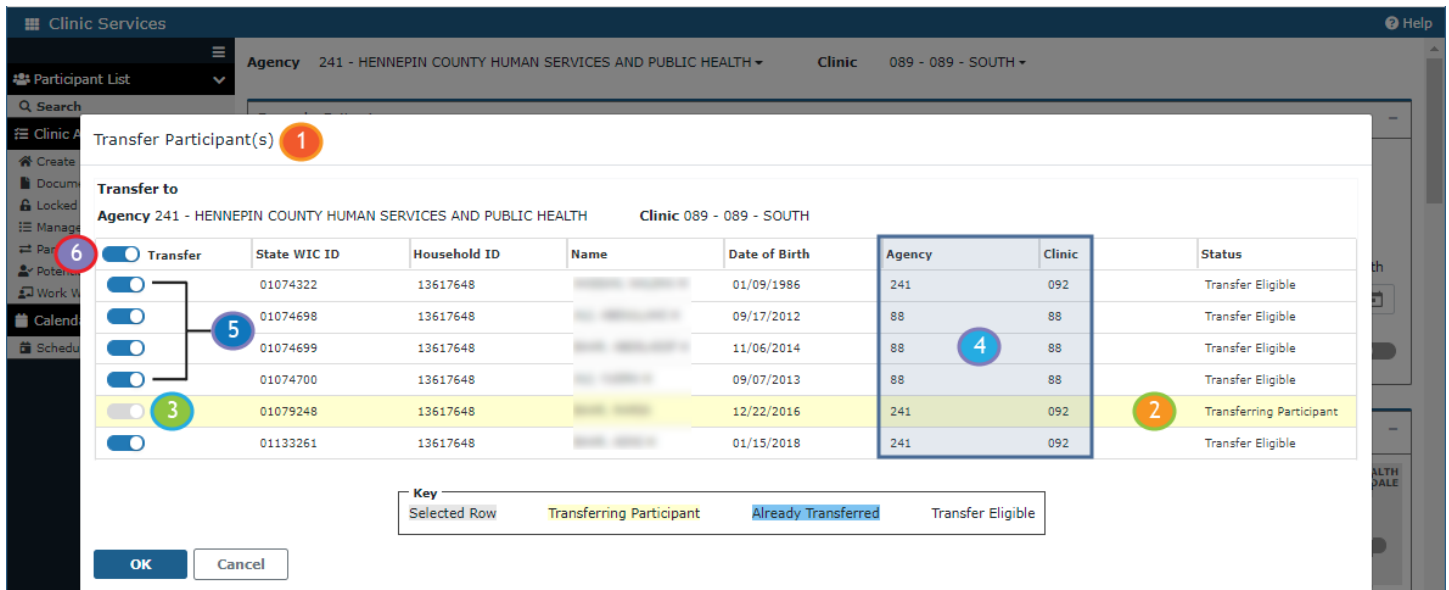
The participant for whom the transfer was initiated (2) displays in the yellow row, and will automatically be transferred as indicated by the *Transfer* toggle (3) that is on and disabled.

All the other household members, regardless of the agency/clinic they currently belong to (4) (including Agency 88), will automatically be toggled on to transfer (5).

However, these *Transfer* toggles are enabled and any of the other members can be individually toggled off to indicate they shouldn't be transferred. All of the other members can be toggled off at the same time using the *Select All* toggle (6) in the *Transfer* column header.

Clicking OK on the modal transfers the selected members and immediately opens the participant's folder to the *eWIC Household Demographics* section (1) of the *Manage eWIC Account* screen (2) where the clinic change can be communicated to the WIC Processor by clicking the Send eWIC Data (3) button.

The system ensures communication with the WIC Processor by canceling the transfer if anything else is clicked on within the Participant Folder ❌ before sending eWIC data.

Clicking Yes on the Confirm message "Are you sure you want to cancel this participant transfer?" closes the Participant Folder and returns the user to the Search screen.

Out-of-State Transfers or VOCs

Existing Participants

The Participant Menu (1) displays the VOC Certification option (2) when a participant is not in a current cert; it does not display if the participant is in a current cert.
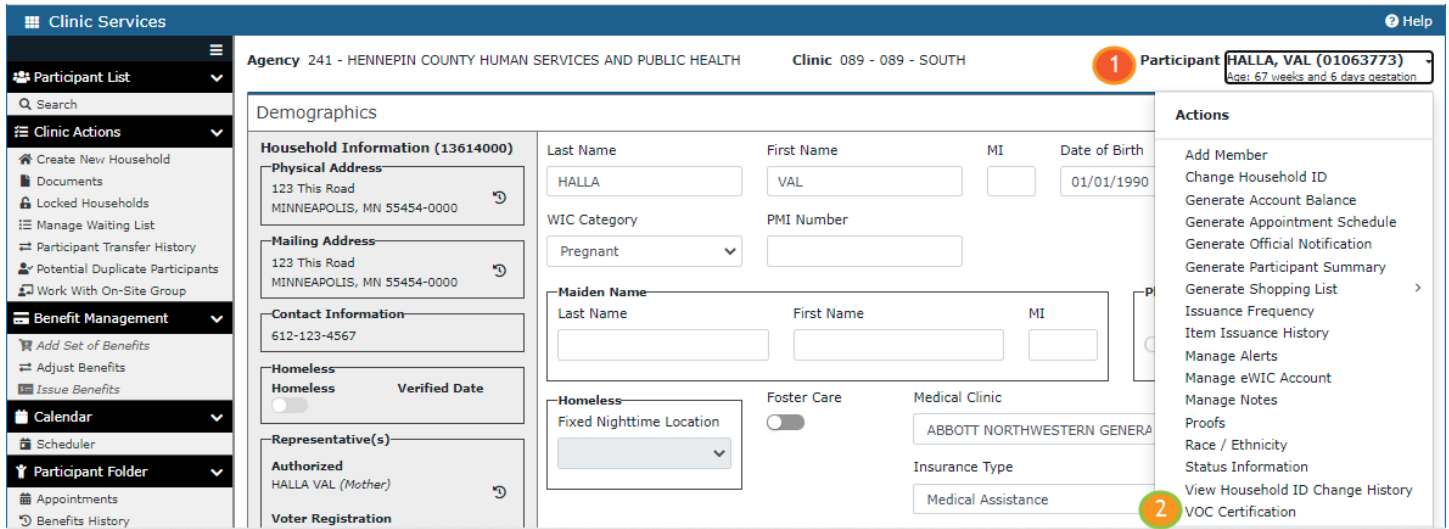
Selecting the menu option opens the VOC Certification modal (1).

The WIC Category (2) defaults to the participant's current WIC Category and must be updated as appropriate. The fields are enabled and disabled (3) based on the selected WIC Category.
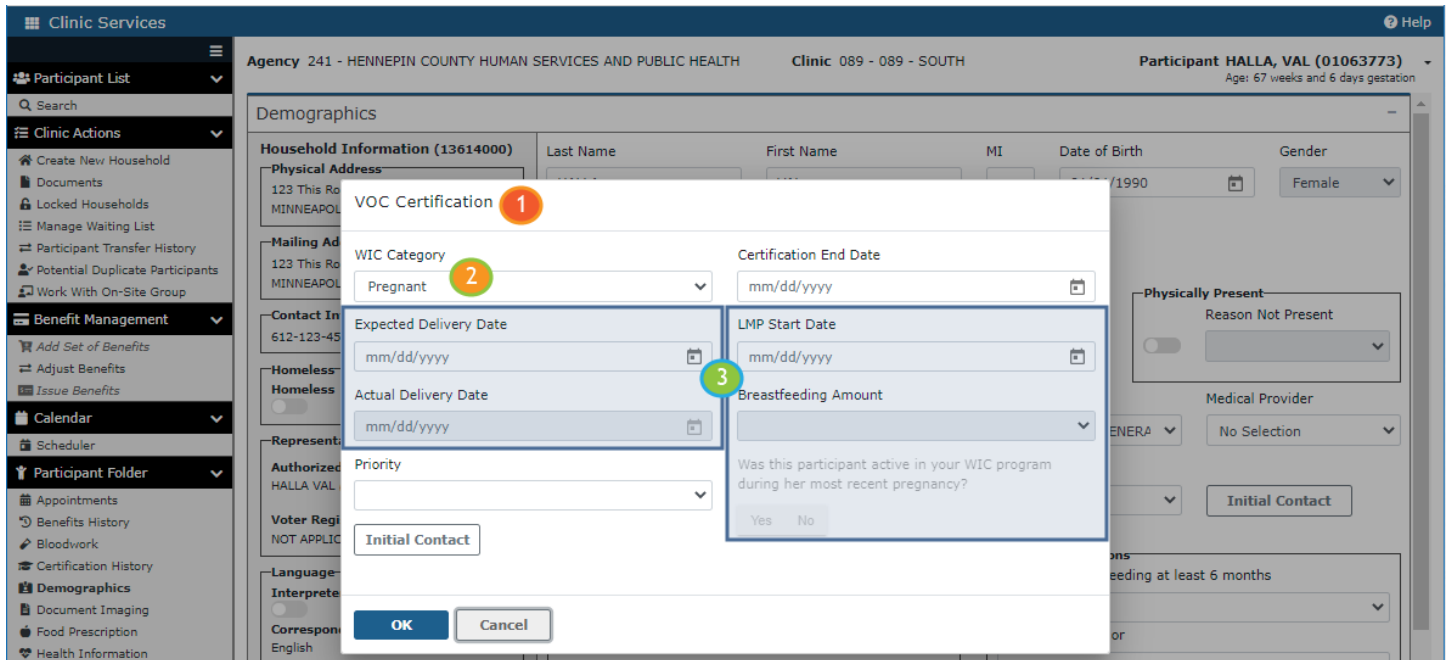
The same field dependencies, requirements and validations occur as in HuBERT.

For instance, the *Expected Delivery Date* and *LMP Start Date* are inter-dependent; one calculates based on the date entered into the other. Both fields are required and a validation message will display if they aren't completed before clicking OK.

The *Priority* is not required and can be left blank. If blank, the system will auto-assign a Priority based on the participant's WIC Category and assignment of Risk Factor 502 – Transfer of Certification.

Only those priorities that can be assigned to the selected WIC Category display in the drop-down.

If the selected Priority is a lower number (higher priority) than that auto-assigned by the system, the system will maintain that Priority. If a higher number (lower priority) is selected, the system will over-write the lower priority with the system-assigned default.

Clicking the *Initial Contact* button opens the modal.

Like in HuBERT, the system does not require an Initial Contact when a VOC is completed for an existing participant and the user is responsible for completing the Initial Contact if it is required for the participant being VOC'd.

If a new Initial Contact is created during a VOC, it will be completed once the VOC is saved (all fields will be disabled).

(Initial Contact, and its functionality, will be reviewed in another WINNIE the Scoop!)

Selecting Breastfeeding or Non-breastfeeding for the WIC Category enables the question "Was this participant active in your WIC program during her most recent pregnancy?"

Was this participant active in your WIC program during her most recent pregnancy?

Yes   No

If Yes is selected, the system will link the participant's most recent pregnancy record to the new postpartum record (as long as the Expected Delivery Date is less than 58 weeks from the current date).

Selecting Infant or Breastfeeding for the WIC Category also enables the *Breastfeeding Amount* drop-down, which displays options that apply to that category:

Infant WIC Category

Breastfeeding Amount

Fully Breastfeeding

Mostly-Breastfeeding

Some-Breastfeeding

Non-Breastfeeding

Breastfeeding WIC Category

Breastfeeding Amount

Fully Breastfeeding

Mostly-Breastfeeding

Some-Breastfeeding

For infants, the *Health Information – Feeding* section is updated when the VOC is saved:

Health Information Field	Non-Breastfeeding Infants	Breastfeeding Infants
Ever BF	Unknown	Yes
BF Now	Toggle is disabled	Toggled on
BF Amount	Non-Breastfeeding	Selected option (FBF, MBF, SBF)
BF Verified Date	Disabled	Current date defaults

For women, the *Health Information – Infants Born from This Pregnancy* is updated when the VOC is saved:

Health Information Field	Non-Breastfeeding Women	Breastfeeding Women
Infant Status	Unknown	Unknown
Ever BF	Unknown	Yes
BF Now	Toggle is disabled	Toggled on
BF Amount	Non-Breastfeeding	Selected option (FBF, MBF, SBF)
BF Verified Date	Disabled	Current date defaults

New Applicants

The *Applicant Prescreen* has a *VOC Certification* toggle directly above the Initial Contact button.

When toggled on, the *Initial Contact* button becomes disabled since it is included in the *VOC Certification* modal.

When the VOC Certification is toggled on, and the Applicant Prescreen is saved, the *VOC Certification* modal automatically displays. Most of the VOC Certification functionality is exactly the same. The primary differences are:

▪ The WIC Category defaults to that selected for the Prescreen and does not need to be updated.

▪ The Initial Contact is required and must be completed.

▪ The question "Was this participant active in your WIC program during her most recent pregnancy?" does not become enabled when a postpartum WIC Category is selected.

VOC Certifications: Other Functionality

Mid-certification Assessment Due Dates
A Mid-certification Assessment due date is calculated for infants, children and breastfeeding women with more than 6 months between the VOC Certification date and their Cert End Date. It is calculated by subtracting 6 months from the Cert End Date.

System Alerts
If a Mid-certification Assessment is due within 4 months of today's date, a system alert will display indicating this, as well as an alert indicating a food prescription must be created.

Display Alerts

System Alerts

Participant Name	Abbreviated Alert Text
HALLA, VAL	A Mid-Certification Assessment is due on 09/30/2021.
HALLA, VAL	No valid food prescription was found. Review the Food Prescription page.

Demographics
When a VOC is completed for existing participants, the *Proof of ID* and *Proof of Residency* fields will clear and no longer display the proofs selected for previous certifications.

Health Information
If **a change is made to Health Information after a VOC is completed**, no other fields are required and no validations will display. The exceptions are when changes are made to Health Information and:

▪ The participant is a Mostly-BF or Some-BF infant, the user will be required to complete the BF Start, Supplemental Feeding Date and BF Verified Date.

- The participant is a Fully BF infant, the user will be required to complete the BF Start and BF Verified Date.

- The participant is a child and the user changes Ever BF from Unknown to Yes, the user will be required to complete the Reasons Stopped, BF Start and BF End Date.

- The participant is a child and the user changes Ever BF from Unknown to Yes **and** toggles on BF Over One Year, the user will be required to complete the BF Start Date and BF Verified Date.

- The participant is a postpartum woman and makes any changes to the *Infants Born from This Pregnancy*, the user will be required to complete all fields in that part of the screen.

Risk Factors

Users can assign risk factors that are both CPA-assigned *and System-assigned*. This includes risk factors that are usually auto-assigned by the system and dependent on supporting information, such as weight/height or blood measurements.

Like HuBERT, VOC Certifications will only display in the *Risk Factors* screen…

… and not on the *Certification History* screen.

Submit Your WINNIE Questions!

The MIS & Data Unit will be presenting information about WINNIE at the upcoming Minnesota WIC Conference, and we want to hear from you! If you've got general questions about WINNIE or the new system's functionality, technical requirements, or our training and rollout plans, submit them using the WINNIE Questions for the State Office form by August 20th to have them answered in the session.

Future Newsletters

Next month, we will take a look at the Food Prescription screen.

References – Complete Listing of Hyperlinks

WINNIE Questions for the State Office (https://redcap.health.state.mn.us/redcap/surveys/?s=YKT3FL3MHT)

Minnesota Department of Health - WIC Program 85 E 7th Place, PO BOX 64882, ST PAUL MN 55164-0882; 651-201-4444, health.wic@state.mn.us, www.health.state.mn.us; To obtain this information in a different format, call: 651-201-4444