

## Section 5.3: Nutrition Risk Assessment

4/2023

### 5.3.4 Nutrition Risk Code and Priority Assignment

**Policy:** Local Agency CPAs must assign all applicable risk codes at each certification and recertification.

**Purpose:** To ensure that all identified risks are documented in the participant's record for determining WIC eligibility and for providing the most appropriate nutrition services. To ensure risk codes are assigned consistently throughout the state.

#### Procedures

1. Compare assessment data to the WIC nutrition risk criteria. Refer to [Exhibit 5-T: MN WIC Risk Criteria](#) and the allowed [WIC Risk Criteria](#).
2. Select all applicable risk codes in the Information System.
3. Provide justification for all assigned risk codes by documenting supporting information in the Information System.

#### Guidance

- All applicable risk codes must be assigned and documented at certification and recertification, but it is not expected that all nutrition risk conditions be counseled on or addressed. WIC staff, in collaboration with the participant, should prioritize the nutrition issues to determine which will be addressed at the certification appointment.
- Begin education or counseling only after all information has been reviewed and nutritional risks assessed. Proceeding in this way will provide the CPA with a more comprehensive picture of the participant's nutrition status, so that he/she can counsel accordingly.
- When a complete nutrition assessment has been done and no other dietary risk criteria (400 codes) have been identified, use a presumed dietary risk code:
  - Assign risk code 428, Dietary Risk Associated with Complementary Feeding Practices, for infants 4-12 months or children 12-23 months.
  - Assign risk code 401, Failure to Meet Dietary Guidelines for Americans, for individuals 2 years of age and older.
  - During the certification period, the Information System may assign or delete risk codes based on data added to the participant's record. However, the CPA is not required to assign or delete risk codes during the certification period, e.g., at the Midcertification

appointment or Additional Nutrition Education contacts. If a new risk is identified during the certification period, the CPA should address the risk through counseling as appropriate.

- CPAs should be familiar with the federal priority system. Refer to [Exhibit 5-U: Minnesota WIC Participant Priority System](#) and [Exhibit 5-V: Nutrition Risk and Priority Assignment Table](#) for detailed information.

## Reference – Complete Listing of Hyperlinks

### [Exhibit 5-T: MN WIC Risk Criteria](#)

([https://www.health.state.mn.us/docs/people/wic/localagency/program/mom/exhbts/ex5/5t\\_new.pdf](https://www.health.state.mn.us/docs/people/wic/localagency/program/mom/exhbts/ex5/5t_new.pdf))

### [WIC Risk Criteria](#)

(<https://www.health.state.mn.us/people/wic/localagency/riskcodes/index.html>)

### [Exhibit 5-U: Minnesota WIC Participant Priority System](#)

(<https://www.health.state.mn.us/docs/people/wic/localagency/program/mom/exhbts/ex5/5u.pdf>)

### [Exhibit 5-V: Nutrition Risk and Priority Assignment Table](#)

([https://www.health.state.mn.us/docs/people/wic/localagency/program/mom/exhbts/ex5/5v\\_new.pdf](https://www.health.state.mn.us/docs/people/wic/localagency/program/mom/exhbts/ex5/5v_new.pdf))

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