

# WIC New Staff Training: Phase 1 Documentation

october 2024

**Trainee Name:**

| **WIC Training Activity**  | **Competency Assessment** | **Date Completed** | **Trainee Initials** | **Preceptor Initials**  |
| --- | --- | --- | --- | --- |
| **Introduction to WIC** | * Passed Final Skills Check with 90% accuracy
 |  |  |  |
| **WINNIE Training and Practice** | * Completed WINNIE modules and practice as outlined in Phase 1
* Demonstrates ability to navigate specified areas of WINNIE
 |  |  |  |
| **Security Training**  | * Completed the Security Training post-test with 90% accuracy
* Record completion date on Agency’s **Security Training Module Tracking** log ([Security Training](https://www.health.state.mn.us/people/wic/localagency/infosystem/hubert/training/index.html#security))
 |  |  |  |
| **Overview of Certification** | * Completed practice activities and observations
* Passed Final Skills Check with 90% accuracy
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| **Breastfeeding Support & Skill Development** | * As you continue through the NST Guide, build your skills in breastfeeding support, assessment, and education by completing the Breastfeeding Curriculum Level (1-4) appropriate for your role in the WIC clinic.
* Indicate level(s) completed:
 |  |  |  |
| **Anthropometric Measurements** | * Passed Anthropometric Module Post-test with 90% accuracy
* Demonstrates competency in weighing and measuring: *(preceptor must observe)*
* Infants
* > 24 Mo.
* PG/PP
 |  |  |  |
| **Hematological measurements and assessment** | * Completed Practice Activities
* Passed Final Skill Check with 90% accuracy
* Demonstrates correct procedure for blood collection & assessment for all WIC categories:
	+ - 9 mth old baby
		- Child
		- Woman
 |  |  |  |
| **Additional Trainings**  | * Indicate additional trainings completed relevant to your role:
 |  |  |  |

## Reference- Complete Listing of Hyperlinks:

[Security Training Module Tracking (https://www.health.state.mn.us/docs/people/wic/localagency/infosystem/training/security/track.docx)](https://www.health.state.mn.us/docs/people/wic/localagency/infosystem/training/security/track.docx)

Minnesota Department of Health - WIC Program, 625 Robert St N, PO BOX 64975, ST PAUL MN 55164-0975; 1-800-657-3942, health.wic@state.mn.us, [www.health.state.mn.us](http://www.health.state.mn.us/); to obtain this information in a different format, call: 1-800-657-3942. *This institution is an equal opportunity provider.*