

# Nutrition Assessment 1A – WINNIE Online Training Module

JUNE 2024

## Introduction

### Intro

This WINNIE online training module is provided by the Minnesota (MN) Department of Health WIC Program. It is an overview of Nutrition Assessment in WINNIE, the MN WIC Information System.

### Date 1

All dates in this module are based on today's day being June 3, 2024.

## Overview of Nutrition Assessment

### Overview 1

The Nutrition Assessment page in WINNIE is an optional tool that agencies can choose to use to assist with gathering medical information, such as conditions and health/lifestyle habits, and nutritional information, such as eating behaviors, that may impact a participant's health and nutrition status.

### Overview 2

The purpose of Nutrition Assessment is to identify risks and referral needs and help guide Nutrition Education.

It should be completed after measurements, bloodwork, and Health Information.

### Overview 3

Nutrition Assessment provides open-ended, probing questions specific to the participant's WIC Category, Age Category, and Breastfeeding Amount, to guide us in engaging participants and gaining both objective and subjective information to help us assess for and assign risk factors.

Risk Factors assigned during Nutrition Assessment require additional documentation to clarify why we selected it, as well as documentation of any special concerns we have and why we may have referred a participant to health or social services.

We need to refer to our agency's guidelines for how to document this additional information.

## Overview 4

The questions are organized by risk factor ID groups into 5 categories: ABCDE

A = Anthropometric (100s) – measurements and weight gain/loss

B = Biochemical (200s) – bloodwork

C = Clinical (300s) – health and medical conditions

D = Diet and Nutrition (400s) and

E = Environmental/Other Factors (900s)

## Reference

We can find all the questions and probes on the [WIC Nutrition Assessment](#) page of the MDH WIC website.

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

## <Transition Slide>

<screen description – no audio> Slide transitions from topic slide to Participant Search with Meholm household.

## Scenario 1

### Scenario 1

Carry and Liev Meholm have come to clinic for a pregnancy cert and Mid-Certification Assessment (MCA).

Review Carry's then Liev's card, double-click Carry's card to open her Participant Folder, and close the alert.

### Scenario 2

<no audio> Review Carry's then Liev's card, double-click Carry's card to open her Participant Folder, and close the alert.

## <Waiting>

<screen description – no audio> Working...please wait and spin icon display.

## Alert 1

<no audio> Review Carry's then Liev's card, double-click Carry's card to open her Participant Folder, and close the alert.

## Open Nut. Assess. 1

Go ahead and open Nutrition Assessment.

<no audio> Select Nutrition Assessment from the sidebar.

## NA Page Overview 1

The Add button is disabled in the Participant Folder because Carry isn't in a current certification period.

The Edit and Delete buttons are only enabled on the date the contact is created, regardless of whether created in the Participant Folder or while in Certification or MCA Mode.

Like other pages, the date of each contact is listed to the left of the contact contents.

The italicized "L" indicates this contact was completed in the Legacy system, or the Information System before WINNIE.

We can view previous contacts by clicking the date.

Go ahead and click the 8/22 contact.

## NA Page Overview 2

We can view all of the questions and answers for each contact.

Click below the scrollbar twice to view them.

## NA Page Overview 3

<no audio> Click below the scrollbar twice to view them.

## NA Page Overview 4

Risk factors can be assigned during a Nutrition Assessment contact and display in red font within the questions where they were added.

They also display at the bottom of the contact.

Let's take a look at Liev's Nutrition Assessment page. Go ahead. Click anywhere for a hint.

<no audio> Open Liev's Nutrition Assessment page.

<audio – hint> Click the Participant Menu.

## NA Page Overview 5

<no audio> Open Liev's Nutrition Assessment page.

<audio – hint> Select Meholm, Liev from the Other Household Members list.

## NA Page Overview 6

Since Liev is currently certified, we are able to Add a contact in the Participant Folder.

Click below the scroll bar.

## NA Page Overview 7

He has risk factor 411K assigned.

Let's open the Risk Factors page.

Collapse Clinic Actions and select Risk Factors from the sidebar.

## NA Page Overview 8

<no audio> Collapse Clinic Actions and select Risk Factors from the sidebar.

## Risk Factors 1

Risk Factors assigned during Nutrition Assessment show an N in the Assignment Method column.

Once added, they cannot be removed except by editing the Nutrition Assessment contact on the same date it is created.

Go ahead and Collapse Clinic Actions and start Liev's MCA.

## Start MCA 1-3

<no audio> Collapse Clinic Actions and start Liev's MCA.

## <Waiting>

<screen description – no audio> Working...please wait and spin icon display.

## <Transition Slide>

Since our focus is Nutrition Assessment, we've completed the measurements, bloodwork, and Health Information behind the scenes.

<screen description – no audio> Slide transitions to Health Information.

## Open Nut. Assess. 2

Open the Nutrition Assessment page.

<no audio> Select Nutrition Assessment from the sidebar.

## Add Nutrition Assessment

### NA Contact 1

Click the Add button.

### NA Contact 2

The Nutrition Assessment Contact modal opens.

It displays the current date and the question number out of the total number of questions in the header.

We can navigate through the questions using the Previous and Next buttons.

The Save button completes the contact retaining any answers and exiting the contact modal while the Cancel button exits the modal without saving anything.

For breastfeeding women, infants, and children, the first question is always: Is this a Mid-Certification Assessment?

This is the first type of answer, which is Yes/No and depending on the answer, the system will jump to a specific question.

Since this is an MCA, select Yes then click the Next button.

<no audio> Select Yes then click the Next button.

### NA Contact 3

<no audio> Select Yes then click the Next button.

### NA Contact 4

The first MCA question for an infant is number 15.

If we click the Previous button...go ahead...

### NA Contact 5

...it'll take us back to the last question we answered retaining our answer.

In this case, it jumped us all the way back to question 1.

Click the Next button again.

## NA Contact 6

This is the second type of question: short answer.

For short answer, we can enter up to 4000 letters, numbers, and special characters.

The system does not require us to answer any of the Nutrition Assessment questions; they are all optional.

Go ahead and click the Next button.

## NA Contact 7

Click the Next button again.

## NA Contact 8

Our agency can provide us with guidance about what we document in Nutrition Assessment.

This is about how.

Click into the text field and we'll type a quick short answer.

## NA Contact 9

**TEXT:** 9-month well child check next week. Due for immunizations. Started crawling "everywhere" and pulls self up on furniture. Teething a lot; very fussy right now. No meds, no allergies; healthy and energetic.

## NA Contact 10

Click the Next button.

## NA Contact 11

Some questions will require us to scroll to view all of it.

Click below the scroll bar twice then click the Next button.

## NA Contact 12 – 13

<no audio> Click below the scroll bar twice then click the Next button.

## NA Contact 14

If we reach the last question in the infant Interview series, the Next button disables.

Click the Save button.

<Waiting>

<screen description – no audio> Spin icon displays.

## After Nutrition Assessment Contact Added

### NA Page Overview 9

When a contact is saved, we get our checkmark, the Edit and Delete buttons are enabled for the rest of the day and the Add button is disabled since only one contact can be added per date.

The date displays on the left and only questions we've viewed display on the right.

The system automatically displays "Not Answered" for any questions we skipped.

If we click below the scroll bar...

### NA Page Overview 10

...we can see the answer we typed and the rest of the questions we skipped.

One more click below the scroll bar...

### NA Page Overview 11

...shows that we didn't assign any risk factors.

Next, let's take a look at Nutrition Assessment in Certification Mode.

<Transition Slide> <screen description – no audio> Slide transitions to Carry Meholm's Nutrition Assessment page.

## Scenario 2 – Nutrition Assessment Questions

### Scenario 2

We have completed Demographics, Proofs, Income, Length/Height/Weight, Bloodwork, and Health Information for Carry Meholm's pregnancy cert prior to opening Nutrition Assessment.

Nutrition Assessment works pretty much the same in MCA Mode, Cert Mode, or the Participant Folder.

Go ahead and click the Add button.

### BF Message 1

<screen description – no audio> Slide transitions to Katy Didd's Nutrition Assessment page.

If we were certifying a Breastfeeding woman and hadn't yet completed Health Information, and specifically, the Infants Born from This Pregnancy modal, this message displays.

Although it explicitly says the infant must be linked, the infant doesn't have to be linked.

But Health Information and Infants Born from This Pregnancy must be completed to add a Nutrition Assessment for a breastfeeding participant.

## <Transition Slide>

<screen description – no audio> Slide transitions back to Carry Meholm's Nutrition Assessment page.

## NA Questions 1

As we mentioned before, the questions that display are dependent on WIC Category, age category, and Breastfeeding Amount, and the system must know what these are before it can display the correct Interview questions, which is why, before we add a Nutrition Assessment contact, we must get our checkmark for Health Information.

This applies to all participants because the database assigns a breastfeeding amount to everyone, children as well, when we complete Health Information.

## NA Questions 1A

If we see something like this when we click the Add button...we should immediately think to ourselves...whoops! I need to complete Health Information first.

## NA Questions 2

Since Carry is pregnant, the first question isn't whether this is an MCA, but what type of question we want to use.

This question displays for all certifications.

There are two formats: complete questions or brief questions and probes.

Both question formats give us a foundation to work from and we'll take a quick look at both.

Click Yes to choose the Complete Questions format. then click the Next button.

## NA Questions 3

<no audio> Click Yes to choose the Complete Questions format then click the Next button.

## NA Questions 4

The complete question format gives us fully developed open-ended questions to help engage the participant in conversation.



We can make them our own by asking the questions in a different way (or order) if that feels more comfortable to us.

## NA Questions 4A

<Transition Slide> <screen description – no audio> Slide transitions to last complete question that states ENDING COMPLETE SET OF QUESTIONS and BEGINNING OF BRIEF QUESTIONS & PROBES.

The last question in this Interview series tells us that we've reached the end of the complete questions.

Click the VIEW THE COMPLETE QUESTIONS button to view questions for all WIC categories on the MDH WIC website.

The questions will open in a new browser tab and the module will pause.

Return to this tab and click the continue button when ready to continue the training module.

## NA Questions 4B

Go ahead and click the Previous button to return to the beginning.

## NA Questions 5

This time, click No to use the Brief Questions and Probes then click Next.

<no audio> Click No to choose the Brief Questions and Probes format then click the Next button.

## NA Questions 6

<no audio> Click No to choose the Brief Questions and Probes format then click the Next button.

## NA Questions 7

The system jumps to question 8 for the brief questions and probes.

These are similar to the complete questions in that they address the same things, but some may have fewer direct questions and more probes, or suggestions, about how we may be able to expand or deepen the conversation based on what the participant or caregiver shares with us.

Click the VIEW THE BRIEF QUESTIONS AND PROBES button to view them for all WIC categories on the MDH WIC website.

The questions will open in a new browser tab and the module will pause.

Return to this tab and click the continue button when ready to continue the training module.

## NA Questions 8

We are going to complete the 100s, 200s, 300s, and 400s questions on the backside...

Click Next once the text displays for the 100s-400s questions.

**TEXT 100s:** Carry hasn't seen the doctor yet but thinks her weight gain WNL; she hasn't gained much and hasn't really had much of an appetite.

## NA Questions 9

<no audio> We are going to complete the 100s, 200s, 300s, and 400s questions on the backside...

<no audio> Click Next once the text displays for the 100s-400s questions.

**TEXT 200s:** Hgb at WIC Clinic WNL

## NA Questions 10

<no audio> We are going to complete the 100s, 200s, 300s, and 400s questions on the backside...

<no audio> Click Next once the text displays for the 100s-400s questions.

**TEXT 300s:** Some nausea and vomiting but she remembers from last pregnancy and didn't last long. She's feeling good in general. She isn't taking any meds and has no other health conditions. Talked about setting appt with doctor for PN Care.

## NA Questions 11

<no audio> We are going to complete these questions on the backside through the 400s question.

<no audio> Click Next once the text displays. At the last slide, click Save.

**TEXT 400s:** She usually has a really healthy appetite; not great lately. Taking PN vits on 3x week bc they make her nauseated. She drinks a lot of water and doesn't really like milk, except on cereal. Interested in trying BF again and would like to be referred to a peer.

## NA Questions 12

For the sake of training, we aren't going to answer the 900s question right now.

Let's click Save.

<no audio> Click the Save button.

<Waiting>

<screen description – no audio> Spin icon displays.

## NA Questions 13

Click below the scroll bar to review the answers then click the Continue button.

## NA Questions 14

<no audio> Click below the scroll bar.

## NA Questions 15

<screen description – no audio> Continue button displays.

## Next Module

We'll continue our review of Nutrition Assessment in the next module.

Click the button to continue.

## Knowledge Test

### True/False Q#1

True or False?

Since children don't have breastfeeding amounts, as long as there aren't any changes to Health Information, we don't have to complete Health Information before adding a Nutrition Assessment contact.

### Answer #1

The answer is False.

All participants in the database, regardless of WIC Category, have a Breastfeeding Amount and since all Nutrition Assessment questions are partly based on Breastfeeding Amount, we should always complete Health Information before adding a Nutrition Assessment contact.

## End

### End Slide

Thank you for reviewing this WINNIE online training module presented by the Minnesota Department of Health WIC Program.

## NUTRITION ASSESSMENT 1A

If you have any feedback, comments, or questions about the information provided, please submit the [WINNIE Questions for the State WIC Office](#) form.

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