



Memorandum

#10-122

TO: WIC Regional Directors
WIC Local Agency Directors

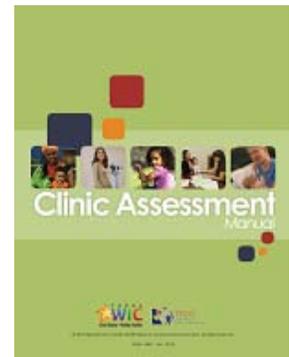
FROM: Linda Brumble, Unit Manager
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: September 10, 2010

SUBJECT: *Clinic Assessment Manual*

The State Agency has completed the revisions to the *Clinic Assessment Manual*, stock no. 13-06-11842. Local agencies should receive the manuals in late September. The manuals have three (3) sections:

- Risk Codes: Clinic Version
- Instructions to Complete Forms and
- Guidelines for Nutrition Assessment



One *Clinic Assessment Manual* should be distributed to each certifying authority for use as a desk reference. At this time, the website has not been updated so please only refer to the *Clinic Assessment Manual* for information regarding risk codes until you receive notice that the risk codes are posted on the website.

- **Risk Code Revisions:**
As of October 1, 2010 there are two new allowable risk criteria: #304, History of Preeclampsia and #363, Pre-Diabetes. The following risk codes were revised and updated: #101, #111, #131, #133, #302, #303, #335, #342, #343, #345, #460, #470, #480. Three criteria, #350, Pyloric Stenosis, #102 Underweight and # 112 Overweight were deleted.
- **Instructions to Complete Forms:**
Instructions for Infants, Children, Women Participant forms, Health History forms, and VENA forms are revised and included in the manual. These instructions can be used for training staff.
- **Guidelines for Nutrition Assessment:**
The Guidelines for Nutrition Assessment have also been revised and included in the *Clinic Assessment Manual*. These guidelines may be used along with policy CS: 17.0 *Documentation of a Complete Nutrition Assessment for staff training*.

- **Reminder:**
September Risk Code Training
September 22nd – 8:30 a.m. to 10:00 a.m.
September 29th – 1:00 p.m. to 2:30 p.m.
- **Participant and Health History Forms:**
You should have already received the *Participant Forms* that reflect the updated risk codes. Please recycle your old *Participant Forms* and begin using the new ones on October 1, 2010. *The Health History Forms* have also been revised and can be ordered when the supplies you have on hand are exhausted.

If you have questions regarding these changes, please contact Lisa Rankine, Clinic Services Program Coordinator, Nutrition Education/Clinic Services Unit, Nutrition Services Section, at (512) 341-4582 or lisa.rankine@dshs.state.tx.us.