

## Section II: Local Agency Procedure Manual

### II. Local Nutrition Services

#### C. Medical Formula and WIC-eligible Nutritionals

##### Purpose

To provide medical formula and nutritionals for participants with special medical or dietary needs.

##### Policy

Issuance of Food Package III requires appropriate medical assessment and documentation.

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#### 1. Food Package III

- Medical formula includes all infant formulas which meet the requirements for an exempt infant formula under:
  - Sections 412(h) of the Federal Food, Drug and Cosmetic Act 21 USC 350a(h) and the regulations at 21 CFR parts 106 and 107.
  - These formulas are intended for use by infants with special medical or dietary needs.
- WIC-eligible nutritionals include enteral products which are specifically formulated to provide nutritional support for individuals with diagnosed medical conditions when the use of conventional food is precluded, restricted or inadequate.
  - Not all products that meet the definition of a nutritional are eligible to be issued by WIC.
- Consider Medicaid coverage of medical formula and nutritionals prior to issuance.
  - Consult with State Office Nutritionists as needed
- Standard contract formula may be issued in Food Package III to infants with a medical prescription to eliminate infant foods for a medically fragile infant (at 6 months of age or older) due to such conditions as prematurity, feeding delays and tube feeding.
  - This will allow the issuance of the 4-5-month amount when the elimination of infant foods is appropriate.
- To issue a medical formula/WIC-eligible nutritional, complete documentation is required. See *Formula Prescription Form* as the preferred method of documentation
  - Prescriptions not contained on this form will be accepted if they contain all the information required.
  - The prescription will be from a health care provider (HCP) with prescriptive authority.
  - Prescriptions will include:
    - Name of participant
    - Date (will be within 30 days of WIC request unless transferring from another state)
    - Specific name of formula or WIC-eligible nutritional

- Prescribed amount of the formula or WIC-eligible nutritional requested
- Appropriate medical diagnosis/justification warranting the formula or medical nutritional use
- Length of time the formula or WIC-eligible nutritional is medically necessary
- Prescribed supplemental foods including the amount requested (for infants 6 months and older, children and women) or the box checked to indicate the Registered Dietitian (RD) may select the appropriate foods and duration of their issuance.
  - ❖ If the RD is designated to select the foods, this may include the assignment of “no foods” with documentation supporting the decision and additional formula.
- A “no foods” selection will be reviewed by the RD at each visit. Transferring participants from another state with an original prescription containing all the required information will be issued formula or a WIC-eligible nutritional through the end of the certification, or the prescription end date, whichever is shorter.
- Transferring participants from another state with an original prescription containing all the required information will be issued formula or a WIC-eligible nutritional through the end of the certification, or the prescription end date, whichever is shorter.
- Approval of Food Package III
  - A CPA will review prescriptions for medical formulas and WIC nutritionals for compliance with WIC policies and federal regulation.
    - Prescriptions must be completed fully by the HCP.
    - The length of time requested for the prescription may be adjusted based on RD or CPA’s assessment.
    - Products prescribed must be appropriate for the diagnosis. Contact the State Nutritionist with questions concerning medical diagnoses or for issuance of a medical formula/WIC-eligible nutritional not listed.
    - Whole milk may be prescribed for children two years of age and older and women for a medical condition requiring additional calories along with a WIC-eligible nutritional/medical food.
    - The CPA will defer to RD for review and approval of supplemental foods when the HCP indicates this on the prescription.
    - Once the prescription is determined to be complete and approved, the CPA/RD must ensure this is documented in the chart.
    - The following conditions do not qualify for approval of Food Package III:
      - ❖ General intolerance to the formula, nutritional or food which does not require the use of an exempt infant formula
      - ❖ Conditions or intolerances that can be effectively managed with standard substitutions in the food package

- ❖ Enhancing nutrient intake or managing body weight without an underlying qualifying condition
- If an exempt formula/WIC-eligible nutritional is not available through local authorized retailers, the State Office will order the formula at the request of the local agency.
  - The local agency CPA/RD who approved the prescription will complete a *Formula Order Form* and email to [montanawicprogram@mt.gov](mailto:montanawicprogram@mt.gov) or using submit button.
  - A State Nutritionist will evaluate and order the product, which will be shipped directly to the requesting local agency/clinic.
    - ❖ A State Nutritionist reserves the ability to request a modification on the order, or deny, if deemed inappropriate.
  - Upon receipt of product, local agency staff will email [montanawicprogram@mt.gov](mailto:montanawicprogram@mt.gov) the product(s) and amount(s) received.
    - ❖ If the State Office has not received a confirmation of the delivery at the local agency by the expected delivery date, the State Nutritionist will follow up.
  - All product received must be visually inspected for any damage or defect upon delivery.
  - All products must be stored in a secured location, out of sight, and in accordance with all manufacture's storage guidelines.
  - Formula received, issued, and destroyed must be documented on the *Formula Tracking Log* for inventory and integrity purposes.

## 2. Standard Food Package III for Children

Food Item	Children < 2 Years old	Children ≥2 Years old
Medical Formula/WIC-eligible nutritional	910 oz.	910 oz.
Milk	Whole 4 gallons	Non-fat Skim, or 1% 4 gallons
Eggs	1 dozen	1 dozen
Juice	2 64-oz. bottles (128 oz.)	2 64-oz. bottles (128 oz.)
Cereal (cold and/or hot)	36 oz.	36 oz.
Whole Grain Choice	32 oz.	32 oz.
Legume Choice	1	1
Vegetable and Fruit benefit	\$25	\$25

### 3. Standard Food Package III for Women

<b>Food Item</b>	<b>Pregnant or Sub. Breastfeeding</b>	<b>Partially Breastfeeding or Non-Breastfeeding (&lt;6 mo. post-partum)</b>	<b>Fully Breastfeeding and Sub. or Fully Breastfeeding or Pregnant with multiples</b>	<b>Fully Breastfeeding Multiples</b>
Medical Food	910 oz.	910 oz.	910 oz.	910 oz.
Milk	Non-fat, Skim or 1% 5.5 gallons	Non-fat, Skim or 1% 4 gallons	Non-fat, Skim or 1% 6 gallons	Non-fat, Skim or 1% 9 gallons
Cheese	0	0	1 pound	1.5 pound
Eggs	1 dozen	1 dozen	2 dozen	3 dozen
Juice	3 11.5-12 oz. frozen (144 oz.)	2 11.5-12 oz. frozen (96 oz.)	3 11.5-12 oz. frozen (144 oz.)	Alternate 4 & 5 11.5-12 oz. frozen (192 oz.) every other month
Cereal	36 oz.	36 oz.	36 oz.	54 oz.
Whole Grain Choice	16 oz.	0	16 oz.	24 oz.
Legume Choice	2	1	2	3
Fish	0	0	30 oz.	45 oz.
Fruits & Vegetables	\$49	\$44	\$49	\$73.50