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**Certification of Priority II Infants**

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**POLICY:**

Priority II infants are considered at nutritional risk solely based on the health status of the birth mother.

**PROCEDURE:**

**A. Priority II Includes:**

1. Infants up to six (6) months of age of Program participants who participated during pregnancy.
2. Infants up to six months of age born to women who were not WIC participants during pregnancy, but whose medical records document that they were at nutritional risk during pregnancy.

**B. Certification of Infants**

1. The infant must be physically present and complete a WIC certification appointment in order to be eligible as a Priority II participant. Along with the infant's physical presence, another form of identification must be provided such as (see **Policy 2.17 Identification of WIC Applicant/Participant and Parent, Guardian or Caretaker**):
  - a. Birth certificate (state-issued)
  - b. Crib card
  - c. Home birth certificate
  - d. Hospital identification bracelet
  - e. Labor and delivery hospital discharge papers
  - f. Medicaid verification
  - g. WVHIN records (if ARHI Form is accepted and signed see Policy 5.16 WVHIN Authorization for Release of Health Information)
2. To ensure certification of newborn infants as soon as possible after birth, infants born to an individual who is enrolled in SNAP or Medicaid, or into a family receiving TANF is considered adjunctively income-eligible without any additional income documentation needed for the infant, as long as the infant is being certified within sixty (60) days of their date of birth.
3. If the infant is not able to attend their appointment because of a home confinement condition, the parent, guardian or caretaker will attend the certification appointment and provide the following documentation:
  - a. On hospital/physician letterhead:
    - i. Diagnosis and duration of confinement; and
    - ii. Anthropometric measurements that are less than sixty (60) days old.
  - b. Certification information:
    - i. Proof of identification

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- ii. Proof of residency
- iii. Proof of income
- c. The medical excuse must be scanned into **Crossroads** on the **Income Information Screen**.

**REFERENCES:**

1. WIC Regulations 246.7, Certification of Participants
2. FNS Instruction 803-10, Certification of Priority II Infants
3. WV WIC Policy and Procedure Manual, Policy 2.17 Identification of WIC Applicant/Participant and Parent, Guardian or Caretaker
4. WV WIC Policy and Procedure Manual, Policy 5.16 WVHIN Authorization for Release of Health Information)
5. WIC Policy Memorandum 2023-6: Streamlining Certification – Documentation Guidance