

Section III: State Agency Procedure Manual

II. State Nutrition Services

A. Nutrition Services

Purpose

This Section provides a description of the Nutrition Services Unit responsibilities.

Policy

The Nutrition Services unit of the State WIC Office is responsible for ensuring that the nutrition component of the WIC program follows the Federal Regulation.

1. State Responsibilities

- The Nutrition Services Section (Clinic Services Team) is responsible to:
 - Develop and coordinate the nutrition and breastfeeding education component of the Montana WIC Program including section goals for program operations.
 - Update and maintain eligibility criteria documentation including policies and resources.
 - Provide technical assistance, oversight, and monitoring of eligibility and integrity activities for local agencies.
 - Collect and analyze program nutrition data for use in program planning and evaluation.
 - Coordinate with partners and stakeholders to improve the food and nutrition assistance systems in Montana.
 - Collaborate with partners and stakeholders on quality improvement, program engagement, and setting up effective referral systems.
 - Provide training and technical assistance to local agency staff on nutrition education and management of breastfeeding.
 - Identify or develop resources for nutrition education and breastfeeding promotion and management.
 - Establish standards for providing nutrition and breastfeeding education, promotion, and support.
 - Develop and implement procedures to ensure that nutrition education is offered to all participants or the parent/guardian of all infants and children; and
 - Evaluate local agencies nutrition education activities (including those for breastfeeding) and ensure compliance with the nutrition education provisions in the Federal Regulations and State Plan.