

Instructions and Resources for WIC Medical Documentation Form

Federal policy limits the issuance of certain formulas to medically fragile participants with qualifying medical conditions.

Use this form to request exempt formulas, WIC-eligible nutritionals, higher amount of standard formulas for infants ≥ 6 months who are unable to tolerate solid foods, standard formulas for children ≥ 12 months and supplemental foods for patients with qualifying medical conditions.

If you have questions or need additional clarification, please contact the WIC agency where your patient is receiving WIC benefits. A directory of New York State WIC agencies can be found at: https://www.health.ny.gov/prevention/nutrition/wic/local_agencies.htm

WIC nutrition staff will review and fill requests for formulas and supplemental foods according to federal regulations and New York State WIC program policies and procedures. WIC may require additional documentation for prescription approval if diagnoses are missing, incomplete, non-specific, or inconsistent with anthropometric data. WIC nutrition staff may contact you if further clarification is needed.

Sections A-D Must Be Completed by Health Care Provider to Request WIC Formula and Foods

A. Patient Information (Complete for ALL patients.)

Patient's Name and Date of Birth: Print WIC participant name and date of birth.

B. Formula (Complete for ALL patients.)

1. Formula/Nutritional Requested: Write the name of the prescribed formula or WIC-eligible nutritional. WIC can only provide products on the NYS WIC Formulary: https://www.health.ny.gov/prevention/nutrition/wic/approved_formulas.htm

2. Product Form: Specify the form - powder, concentrate or ready-to-use. RTU issuance is limited to certain conditions.

3. Prescribed Amount: Specify amount required in ounces/day or check WIC Formula Max. WIC provides a maximum amount of 20-32 oz/day for formula. (Ranges are allowed. Ad lib or as tolerated are not acceptable).

4. Length of Use:

Infants: Specify the number of months for which the prescription is valid or check Until Age 1.

Children and Women: Specify the number of months for which the prescription is valid. A new prescription is required for each certification, usually every 12 months.

5. Special Instructions/Comments: Include details of relevant medical condition, allergies, formula history, etc.

6. WIC Qualifying Medical Conditions: Check beside one or more of the described medical diagnoses or check "Other" and specify the medical diagnosis. (ICD Codes are not required.)

C. WIC Supplemental Food Restrictions: (Complete for patients if applicable.)

If this section is left blank, WIC nutrition staff will determine if WIC supplemental foods should be issued or not.

Infant 6-11 months: WIC will provide higher amounts of formula to infants who cannot tolerate solid foods.

Children ≥ 12 months and Women: WIC will provide infant foods (infant cereal and infant fruits and vegetables) to children and women who cannot tolerate regular solid foods.

D. Prescribing Health Care Provider Information (Complete for ALL patients.)

Health care provider with prescriptive privileges must sign and date. Contact information may be stamped and must be legible.

E. Will Be Completed By Participant/Parent/Caregiver – Please sign, date, and print name.

F. Will Be Completed By WIC Staff – Please follow WIC program procedure when completing this form.

We appreciate your cooperation and partnership in serving the New York State WIC population.