

<p style="text-align: center;">Texas WIC Health and Human Services Commission</p>

Effective October 1, 2015

Policy No. CS:15.0

Certifying Authority

Purpose

To define the qualifications accepted in the Texas WIC Program for a Certifying Authority. To ensure that qualified professionals are making decisions about eligibility and benefits.

Authority

7 CFR Part 246.2, 246.7

Policy

It is the intent of the Texas WIC Program that nutrition professionals are available to address Nutritional Risk. Each local agency (LA) shall have at least one certifying authority (CA) responsible for certifying nutritional risk conditions at the time of certification and prescribing supplemental foods. Certifications require a CA signature prior to food benefit issuance. Refer to **Policy CS: 16.0** WIC Certification Specialist for other certifying officials.

Definition

A CA shall be one of the following:

- I. registered dietitian (RD) Registered Dietitian Nutritionist (RDN) (Academy of Nutrition and Dietetics Commission on Dietetic Registration);
- II. licensed dietitian (LD) (Licensed by the Texas State Board of Examiners of Dietitians);
- III. nutritionist with a Bachelor's or Master's degree in any of the following:

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- A. Nutrition Sciences;
 - B. Human Nutrition or Dietetics;
 - C. Community Nutrition;
 - D. Public Health Nutrition;
 - E. Clinical Nutrition;
 - F. Home Economics with Food and Nutrition major with 24-semester hours credit in food & nutrition.
- IV. dietetic technician registered (DTR) (Academy of Nutrition and Dietetics Commission on Dietetic Registration);
- V. registered nurse (RN) with Bachelor of Science in Nursing (BSN) or an associate degree;
- VI. licensed vocational nurse (LVN);
- VII. physician (MD or DO);
- VIII. physician's assistant (PA) (certified by the National Committee on Certification of Physician's Assistants or by the state medical certifying authority);
- IX. home economics or other degreed professionals with 12 or more semester hours credit in food & nutrition and 6 semester hours of science from an accredited university (see guidelines). Transcript shall be submitted to the state agency (SA).

Procedure

- I. All CAs shall successfully complete the SA nutrition modules according to **Policy TR: 03.0** Required Local Agency Training Summary

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- II. LAs with only one CA per agency shall develop a written contingency plan for CA coverage during vacations, illness or other extended leave. See **Policy GA: 20.0** Staff Fraud and Abuse and **GA: 14.0** Staffing Standards.
- III. LA staff employed prior to the date of this policy shall be grandfathered in. Documentation shall be kept at agency for monitoring purposes.

Guidelines

Nutrition classes from an accredited university include but are not limited to:

- Basic Nutrition
- Introduction to Nutrition
- Nutrition
- Nutrition in the Life Cycle
- Community Nutrition
- Nutrition and Chronic Disease
- Diabetes Management
- Weight Management and Exercise

Science classes from an accredited university include but are not limited to:

- Biology
- Microbiology
- Chemistry
- Organic Chemistry
- Anatomy
- Physiology

Any questions regarding qualifying classes should be addressed with the Clinic Services Liaison at the SA.

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The LA should submit transcripts to the SA for review and approval prior to hiring a CA that did not receive their degree or specialty licensed in the United States (e.g., Nutritionist, RN, RD, MD and DO).