

Texas WIC Health and Human Services Commission

Effective: August 1, 2017

Policy No. CS:28.0 (T)

Preventing and Detecting Dual Participation

Purpose

To prevent participants from receiving duplicate food benefits.

Authority

7 CFR Part 246.7

Policy

Each local agency (LA) shall utilize the MIS to help prevent and detect dual participation.

Procedures

- I. Preventing Dual Participation
 - A. At certifications and with each food benefit issuance, follow procedures for documentation of identity as stated in **Policy CS:05.0**.
 - B. At certification, the participant/parent/guardian signature shall be captured within the Rights and Responsibilities section of the MIS to confirm that him/her and/or the child do not already participate in WIC.

- II. Detecting Dual Participation
 - A. Each LA shall review and research the client records identified by the MIS as suspected dual participants.
 - B. Potential dual participant records will be identified by the MIS and automatically sent via nightly processing to the SA.
 - C. When contacted by the SA, the LA shall collaborate with the SA to resolve the suspected dual participant.