

March 12, 2020

Dear WIC Team,

Please read this email thoroughly and carefully, and keep it available for your reference. There are 2 parts to this email.

1. Beginning this Monday, March 16, and continuing until further notice:
 - a. All WIC services will be completed by phone. NO WIC face-to-face meetings with participants or any members of the public will occur.
 - b. All WIC employees will work in the Longmont WIC office/Hub offices. Do not report to work in Boulder or Lafayette.
 - c. Instructions on conducting work is below (*Remote phone WIC visits*).
 - d. Participants calling with health concerns are to be instructed to call their primary care physician's office.

2. Read the email from Julia Yager JYager COVID19 Update March 11, 2020.docx (originally sent to all County staffs on Wednesday March 11,2020).
 - a. Please identify yourself to Melinda if you fall into a HIGH RISK category (see highlights in the attachment).

*Please be aware that the Board of County Commissioners may have further instructions in the coming days or weeks.

Remote phone WIC visits:

- PFU's, HRPFU's – proceed as usual
- Recerts: Term extend and issue benefits, schedule their recert in April
- PENDING State Response:
 - New Certs: Can be certified on the phone if they provide the following documents & information electronically:
 - Proof of identification, Proof of income, proof of residence
 - Recent weight and height
 - hemoglobin/hematocrit if available
 - Add Baby appointments:
 - Babies can be certified if we receive (electronically) photos of their birth weight and length, a recent weight and length from the doctor
 - Mom can be term-extended or recertified as BF or PP with electronic proofs of income & address

Please direct any and all questions to me at my email, or cell phone (you can call or text) 303-579-2307.

Thank you for your patience and your dedication to serving our WIC participants during this unique time.

Melinda

Melinda J. Morris, MS, RDN, IBCLC

WIC Program Manager

303-413-7509

www.BoulderCountyWIC.org

