

Division of Community Nutrition

<i>Subject: Coordination of Services and Referral Systems</i>		<i>Policy: CRT 08.0-C</i>
<i>Reference: §C.F.R. 246.7</i>	<i>Effective: August 12, 2013</i>	<i>Supersedes: February 1, 2006</i>

I. Policy:

Local agencies shall coordinate services and develop referral systems with programs and services provided within their local communities.

II. Procedure(s):

- A. Identify and designate a contact person for community-based programs providing services within the local community including: Medicaid, FAMIS, TANF, Head Start, SNAP, food assistance programs (Food Bank, food pantry, etc.), Community Services Board, and substance abuse counseling and treatment programs.
- B. Establish service coordination and / or referral system between the community-based program and the local WIC Program.
- C. Initiate and maintain contact in order to coordinate referrals.
- D. Communicate details of coordination of services and / or the referral system to local agency personnel and the respective State WIC Office Nutrition Liaison on a yearly basis.
- E. Maintain documentation of service coordination and / or referral systems in the local agency WIC office.