



TEXAS DEPARTMENT OF STATE HEALTH SERVICES

CHARLES BELL, M.D. M.D. M.D. M.D. M.D.
ACTING COMMISSIONER

9007 90 330

November 21, 2006

1100 W. 49th Street • Austin, Texas 78756
1-888-963-7111 • <http://www.dshs.state.tx.us>
TDD: 512-458-7708

Norma L. Longoria, WIC Director
LA#12, Hidalgo County Health Department
WIC Administrative Office
3105 West University Drive
Edinburg, Texas 78539

Dear Ms. Longoria:

Local Agency #12, Hidalgo County Health Department, has been approved to be reimbursed for \$ 40,000.00 in lactation services rendered between October 1, 2006 to September 30, 2007. Lactation services funds are being provided to help your agency provide breastfeeding assistance to WIC participants and WIC staff. You will be reimbursed for the following expenses:

1. To reimburse local agencies (LAs) for fees paid to Certified Lactation Consultants (LC), or qualified equivalent, who:
 - counsel WIC moms with breastfeeding problems that are beyond the expertise of WIC staff
 - provide training to WIC staff, conduct special breastfeeding classes or support group sessions, or assist with WIC-sponsored workshops for health-care professionals.

This funding can pay for lactation consults by qualified people who are already on contract, qualified people that can be put on contract according to *WIC Policy AC 16.0*, or qualified employee after normal working hours depending on local agency personnel policies and procedure.

2. To pay for equipment that would complement lactation consults such as large and extra large breast pump flanges, nipple shields and shells, nursing bras and pads, and supplemental nursing systems. (Note: This funding can be utilized to purchase large and extra large breast pump flanges but cannot be utilized for breast pump purchase or rental.)
3. To pay for equipment to establish and supply a nursing room that could be used for lactation consultations and a private place for WIC breastfeeding moms to nurse and pump.
4. To pay for staff reference books and teaching aids such as breastfeeding dolls, stuffed breasts, bellyballs, flip charts and other teaching tools.
5. To reimburse local agency staff for fees paid to prepare for (i.e., study materials) or take the International Board of Lactation Consultant Examiners (IBLCE) exam. See www.iblce.org for more information.

Approval for Lactation Services Funds
November 21, 2006
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In order for the State Agency to track these expenditures, please bill for said costs on a separate *State of Texas Purchase Voucher (B-13)* from your monthly WIC billing. Remember to bill these expenses as **Lactation Services Expenses** and not as regular breastfeeding expenses or Peer Counselor Program Expenses. If applicable, *WIC Policy AC 16.0* must be followed when establishing a new professional contract with a lactation specialist.

If you have questions or require additional information, please contact Tracy Erickson, WIC Breastfeeding Coordinator, at (512) 458-7111, extension 3409, or tracy.erickson@dshs.state.tx.us or Mary Van Eck, Branch Manager, Nutrition Education/Clinic Services Unit, at (512) 458-7111, extension 3484. Questions concerning accounting or contracts, please contact Rachel Halliburton, WIC Contract Manager, Contract Management Branch, at (512) 458-7111, extension 3458 or rachel.halliburton@dshs.state.tx.us.

Sincerely,


Mike Montgomery, Section Director
Nutrition Services Section

cc: Rachel Halliburton



TEXAS DEPARTMENT OF STATE HEALTH SERVICES

CHARLES E. BELL, M.D.
ACTING COMMISSIONER

1100 W. 49th Street • Austin, Texas 78756
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TDD: 512-458-7708

November 1, 2006

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HIDALGO COUNTY W.I.C. PROGRAM

Norma Longoria, WIC Director
LA 12, Hidalgo County WIC Program
3105 W. University Dr.
Edinburg, TX 78539

Dear Ms. Norma Longoria:

Your obesity prevention project proposal, Healthy Living For Life, has been accepted as a FY2007 Obesity Prevention Project. Your local agency will be reimbursed for up to \$5,000.00 in expenses (related to your approved project) incurred between October 1, 2006, and September 30, 2007. As part of your project award you will also be provided with technical assistance from the University of Texas at Austin Nutrition Education Evaluation team to evaluate your Obesity Prevention Project (at no cost to your agency). The UT staff are experts in evaluation and will assist you in streamlining your evaluation efforts. A staff member from UT will be contacting you shortly regarding your evaluation plan.

Your agency will be asked to submit periodic project updates and a final year-end report on the project and the evaluation via the Internet. In lieu of a poster presentation we ask that all Obesity Prevention Projects plan to participate in a 1-day Obesity Prevention Project Summit to be held in Austin in July or early August of 2007.

Obesity Prevention Project funding may be used to pay for staff time and expenses related to the project as detailed in your accepted project budget. Please be advised that acceptance of your project does not relieve you of the responsibility to seek State Agency approval for specific expenses if State Policy requires it. If applicable, policy AC 16.0 must be followed when establishing a new professional contract.

In order for the State Agency to track these expenditures, please bill for said costs on a separate State of Texas Purchase Voucher (B-13) from your monthly WIC billing. Remember to bill these expenses as Obesity Prevention Project Expenses and not as regular nutrition education or breastfeeding expenses.

If you have any questions related to your project, please contact Amanda Hovis at 512-458-7111, extension 3411 or amanda.hovis@dshs.state.tx.us. If you have any questions related to billing, please contact Rachel Halliburton at 512-458-7111, extension 3458 or rachel.halliburton@dshs.state.tx.us.

Sincerely,


Mike Montgomery, Section Director
Nutrition Services Section



RD

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TEXAS DEPARTMENT OF STATE HEALTH SERVICES

HIDALGO COUNTY V.I.C. #12

CHARLES BEAL, M.D.
ACTING COMMISSIONER

1100 W. 49th Street • Austin, Texas 78756
1-888-963-7111 • <http://www.dsha.state.tx.us>

December 1, 2006

Norma L. Longoria, WIC Director
LA #12, Hidalgo County Health Department
WIC Administrative Office
3105 West University Drive
Edinburg, Texas 78539

Dear Ms. Longoria:

Local Agency #12, Hidalgo County Health Department, has been approved for \$14,000.00 in funding for the services of a Registered Dietitian (RD) for fiscal year 2006. The period of this funding is from October 1, 2006 to September 30, 2007. Use this special funding to reimburse RDs for:

- Assisting with the quality assurance program (i.e., ongoing evaluation of individual counseling, nutrition education classes, clinical procedures, etc.).
- Providing staff training on nutrition-related topics and nutrition assessment procedures.
- Assisting with your local agency's WIC Certification Specialist Program.
- Developing and implementing a quality assurance program.
- Assisting with completion and application of the NE/BF Plan.
- Providing high-risk individual counseling.
- Conducting facilitated discussion nutrition education classes.
- Consultation regarding the appropriate issuance of special formulas.
- Implementing Value Enhanced Nutrition Assessment (VENA)

Please note the following:

- All local agencies are required to have an RD on staff or on contract (WIC policy GA 14.0).
- You must follow policy AC: 16.0 – Allowable Costs – Professional Contract Services, when securing the services of an RD consultant via contract.
- Use a separate State of Texas Purchase voucher (form B-13) to bill the state for RD services funded by this special allocation. Specify on the face of the voucher that this is reimbursement for an RD consultant or to defray the cost of a staff RD.
- Prior to contracting with the RD, the RD should provide you with a copy of his/her registration card from the Commission on Dietetic Registration. This is proof that the consultant is an RD.
- The State Agency plans to reallocate any unused RD funds later this fiscal year. At that time, funds will be shifted from local agencies that have not used their funds to local agencies that need additional funding.

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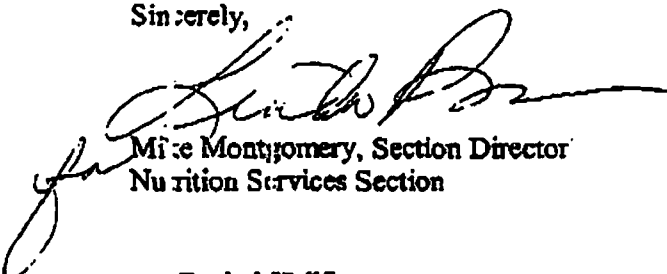
RD Consultant Funding

December 1, 2006

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If you have questions or require additional information regarding RD consultant funding, please contact Elaine Goodson, Nutrition Education Consultant, at (512) 458-7111 extension 3467, or Elaine.Goodson@dshs.state.tx.us, or Shellie Shores, Nutrition Education Coordinator, at (512) 458-7111, extension 3463, or Shellie.Shores@dshs.state.tx.us. Questions concerning accounting or contracts should be directed to Rachel Halliburton, WIC Contract Manager, Performance Management Unit, at (512) 458-7111, extension 3458 or Rachel.Halliburton@dshs.state.tx.us.

Sincerely,



Mike Montgomery, Section Director
Nutrition Services Section

cc: Rachel Halliburton

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1100 W. 49th Street • Austin, Texas 78756
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TDD: 512-458-7708

December 28, 2006

Ms. Norma Longoria, WIC Director
Hidalgo County Health Department
3105 West University Drive
Edinburg, Texas 78539

Re: Vendor Liaisons

Dear Ms. Longoria:

This letter is to announce the award of over-contract funding for Vendor Liaison activities for FY07. The State recently received notification of its Operation Adjustments (OA) monies from USDA which serve as the source of vendor liaison funding.

Please be advised that the vendor liaison over-contract award for your local agency for FY067 is \$21,000.00. This amount may or may not be the same as you received last contract year. Some agencies received more than last year while others received less. An allocation of this year's available monies was made to agencies based on the number of WIC contracted vendors each agency had in its service area at the time of the drafting of this letter.

Also, be reminded that the over-contract commitment for vendor liaison funding is intended to offset the staff costs associated with performing heightened grocer/vendor activities that are above and beyond the routine on-site evaluation visits required for new applicant vendor sites. Funding for the later task is included in your normal administrative earnings based on the number of clients served monthly.

Vendor liaison activities can be varied but include items including:

- Educational visits to participating WIC grocery stores and pharmacies to test the vendor's understanding of program policies or to respond to questions by store personnel.
- Working with stores to resolve problems including issues related to food instrument redemption or stocking of WIC foods.
- Responding to calls, inquiries, or complaints from stores or from WIC clients about stores.
- Assisting the state by disseminating information or performing functions related to stores' conversion from the paper voucher system to the Electronic Benefits Transfer (EBT) system.
- Attending state vendor training events.

Sincerely,

Ray Krzesniak, Manager
Food Issuance and Redemption Services Unit
Nutrition Services

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COUNTY DIRECTOR
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