

## New Hampshire WIC Policy & Procedure Manual

### Chapter 8 CERTIFICATION, ELIGIBILITY & COORDINATION OF SERVICES G. Dual Participation, Participant Rights and Responsibilities, Fair Hearing Procedures, and Sanction System

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#### **WIC Bordering States Dual Participation**

Purpose	To protect program integrity through prevention of dual enrollment in the bordering WIC states of Maine, Massachusetts and Vermont.
Policy	A dual participation verification shall be performed by the State Agency if there is reason to believe an applicant may be participating in a bordering state, including the Massachusetts, Maine or Vermont WIC programs.
Authority	7 CFR 246.7(l)
Procedure	Local agency WIC staff shall ask every applicant new to New Hampshire (NH)WIC if he/she is already participating or receiving WIC benefits in another state. Staff shall verbally inform WIC participants that it is illegal to participate in more than one WIC Program (within NH and in other states) simultaneously. A printed copy of the Rights and Rules and/or directions to access the document online shall be provided to every applicant/participant.

When an applicant or participant presents at a WIC appointment with at least one of the following criteria, the local agency is required to contact the NH State Agency for the purpose of preventing and/or detecting dual participation in one of the bordering states of Massachusetts, Maine and Vermont.

- Failure to produce a WIC Verification Of Certification (VOC) card from a bordering state in which the applicant previously received WIC Program benefits (see Out of State Transfer policy);
- A recent change in custody for a child enrolled in WIC in a bordering state;
- Mailing address is in one state, and physical address is in NH;
- A child who receives Medicaid benefits in a bordering state; or
- A family who frequently changes residency from one state to another.

If an applicant is missing documentation and/or shares information, such as that listed above at the time of application, the local agency shall call the State Agency prior to certifying the applicant.

The local agency shall provide the following applicant/participant information to the State Agency: first name, middle name, last name, date of birth, state where applicant is a potential dual participant and their current New Hampshire certification status.

The State Nutrition Coordinator and State Breastfeeding Coordinator are responsible for investigating potential bordering state dual participants. The State Agency shall attempt to reach the reciprocal State WIC office immediately to prevent dual participation.

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The NH State Agency will provide the following information:  
applicant/participant's first name, middle name, last name, date of birth, residence, and certification period dates. No confidential health information shall be shared.

In the event the bordering state cannot be reached in a timely manner, one month of NH WIC benefits will be provided to the participant, while the information is verified. A caution shall be added to the participant record and an administrative note documented.

If a participant dually enrolls in two or more WIC programs, the State where benefits were most recently received will disqualify the participant for one year and collect improperly obtained benefits.

**Exceptions** No exceptions