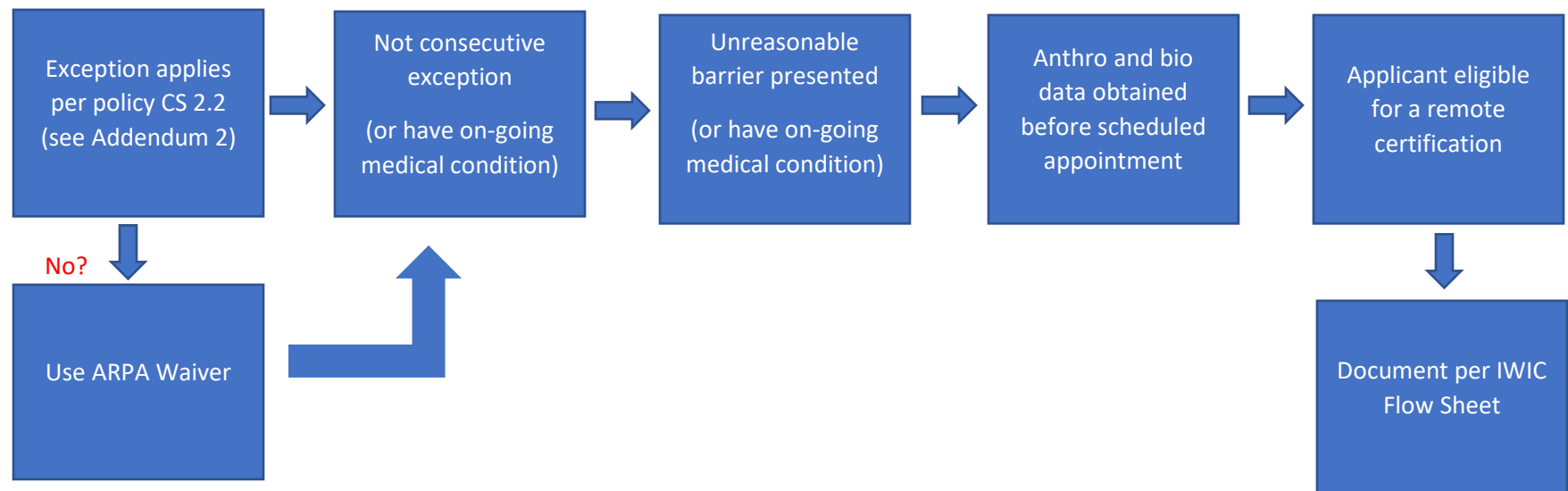


Exceptions to Physical Presence

All WIC applicants must be physically present at the certification visit. This includes participants presenting with referral data (IL WIC PM CS 6.3 and 6.4). However, local agencies must grant applicants an exception to the physical presence requirement per 7 CFR 246.7(o)(2), which includes medical conditions, working parents or caregivers, and infants and children receiving on-going healthcare. The following charts summarizes when exceptions may apply and details on exceptions.

Chart 1

Exceptions to Physical Presence Summary



- Barrier/exceptions may be self-reported by applicant. Examples of barriers: transportation, work, school, premature, sick, etc.
- When no exception applies per CS 2.2, the ARPA waiver may be used per policy CS 2.3.
- Document the rationale for use of the exception or ARPA waiver in the WIC MIS note.

Chart 2

Exceptions to Physical Presence Details

<i>Exceptions to physical presence apply if applicant have /are...</i>				
A Medical Condition or Disability¹ (one must apply)	Working Parents or Caregivers (all must apply)	On-going Health Care (all must apply)	Active in Head Start / Early Head Start (all must apply)	An Infant < 8 Weeks (all must apply)
<input type="checkbox"/> Medical Equipment	<input type="checkbox"/> Not a two-parent household	<input type="checkbox"/> Receiving on-going health care	<input type="checkbox"/> Currently enrolled in HS/EHS	<input type="checkbox"/> Unreasonable barrier
<input type="checkbox"/> Confinement or bed rest	<input type="checkbox"/> Extended hours offered but do not work for family	<input type="checkbox"/> Not initial certification visit		<input type="checkbox"/> All necessary information is provided
<input type="checkbox"/> Serious illness that may be exacerbated or communicable	<input type="checkbox"/> Not initial certification visit			
<input type="checkbox"/> Disability and are unable to be physically present	<input type="checkbox"/> Present at last certification visit within one year			

- Staff must confirm that the last certification or mid-Certification appointment was in person before scheduling a remote visit. This can be done by reviewing “Present for Cert” on the Cert Action screen, the Service Location on the Household screen or by reviewing the previous note.
 - If physical presence is waived for a certification, the participant must be scheduled for an in person mid certification and recertification.
 - If a mid-certification was completed remotely, the next recertification must be done in person.
 - Subsequent scheduling must be explained and participant understanding documented in the WIC MIS note.