

Bloodwork – WINNIE Online Training Module

MAY 2024

Introduction

Intro

This WINNIE online training module is provided by the Minnesota (MN) Department of Health WIC Program. It is an overview of Bloodwork in WINNIE, the MN WIC Information System.

Overview

Overview 1

WINNIE requires bloodwork to complete a Certification or Mid-Certification Assessment (MCA) for all participants: women, children, and infants 9 months and older.

But the system requirements do not match our MN WIC requirements.

So, we must be aware of policy when completing bloodwork.

BW Requirements – Women 1

For women, bloodwork is required for all certifications.

For women certified for a year, if their hemoglobin was low at their cert, bloodwork must be repeated during that year (either at the MCA or another follow-up appointment) and entered into their participant record.

BW Requirements – Children 1

Requirements for children are age-specific.

For children certified between 12 and 15 months, bloodwork is required unless they had a normal hemoglobin value entered on or after 9 months of age.

BW Requirements – Children 2

Between 15 and 24 months old, a hemoglobin must be completed even if the last value was normal.

BW Requirements – Children 3

Between 20 to 26 months old, bloodwork is required unless a hemoglobin was done between 13 and 24 months.

BW Requirements – Children 4

24 months and older must have bloodwork completed at the cert or MCA if:

- The most recent hemoglobin was low.
- Or the most recent hemoglobin was last done between 10 and 12 months ago.

BW Requirements - Infants

Infants must have bloodwork at or after 9 months and this is usually done at the MCA.

If an infant is first certified when 9 months or older, the bloodwork is required to complete the Cert.

Referral Data 1

Measurements collected by a medical provider may be used if conditions specified by policy are met.

A couple of these conditions are:

It must be from their Health Care Provider and include the participant's name and the date of the bloodwork.

It also must have been collected within 90 days of the certification or MCA and for women, must have been taken while pregnant if pregnant or postpartum if postpartum.

Referral Data 2

However, if the Hemoglobin is low, the measurement date must be within 30 days for infants or 60 days for women and children.

Referral Data - Children

The bloodwork schedule for children takes priority over system requirements, which is that bloodwork must be taken within the past 90 days to be recorded.

However, if the blood test was taken within the required timeframes and the blood value was within normal ranges, we can enter the referral blood value into a note instead of the Bloodwork page.

Deferred Measurements 1

A temporary waiver allows agencies the option of using future bloodwork, or deferred bloodwork, to offer a remote option for certifications.

Deferred bloodwork cannot be used for MCAs.

Participants can provide bloodwork from a medical provider within **60 days** after the certification has been completed.

Deferred Measurements 2

Since deferred bloodwork is temporary and optional, this is the only information we are going to provide on this topic.

Look to your agency for guidance if they choose to use deferred bloodwork.

More information can also be found in the Implementation of WIC ARPA Waivers document found on the MDH WIC website.

(<https://www.health.state.mn.us/docs/people/wic/localagency/arpaguide.pdf>)

Date

All dates in this module are based on today's date being May 22, 2024.

<Transition Slide>

<screen description – no audio> Slide transitions from topic page to Participant Search page for Dru Ling.

Scenario 1 – Infant MCA

Scenario 1

Our first scenario is...

Dru Ling is a 9-month-old infant for whom we are completing a Mid-Certification Assessment (or MCA).

Double-click on Dru's card to open her Participant Folder.

<Waiting>

<screen description – no audio> Spin icon displays.

Alert 1

For infants, a system alert displays to remind us that bloodwork is required before they turn one year old.

Click the Close button.

Begin MCA 1

Let's start the MCA.

Collapse Clinic Actions then begin the MCA.

Begin MCA 2

<no audio> Collapse Clinic Actions then begin the MCA.

Begin MCA 3

<no audio> Collapse Clinic Actions then begin the MCA.

<audio – hint> Click the Mid-Certification Assessment button.

Begin MCA 4

<no audio> Collapse Clinic Actions then begin the MCA.

<Waiting>

<screen description – no audio> Working...please wait and spin icon display.

MCA Requirements 1

Remember, despite only Bloodwork being system-required, in order to meet the Federal requirements allowing us to certify for one year, we still have to complete, as is appropriate, many of the pages while within MCA mode.

<Transition Slide>

Our focus is bloodwork, so we've completed any changes to Demographics and added her measurements behind the scenes.

Go ahead and select Bloodwork from the sidebar.

Bloodwork Modal Overview

Add Bloodwork 1

Click the Add button.

Measurement Date 1

The Bloodwork modal opens.

The Measurement Date is required and defaults to today.

If we click the calendar icon...go ahead...

<no audio> Click the Calendar Control.

Measurement Date 2

...all future dates are disabled.

It only accepts dates up to 90 days or less in the past.

Click the left arrow three times to view available dates then click the dropdown to close it.

Measurement Date 3-5

<no audio> Click the left arrow three times to view available dates then click the dropdown to close it.

Measurement Date 6

If we were to try to type a date more than 90 days in the past, a validation message displays indicating there is a 90-day limit.

Age at Measurement 1

The Age at Measurement field is read-only and automatically calculates the age of all infants and children, postpartum women, and pregnant women for whom Health Information has yet to be completed.

Bloodwork 1

At least one of the fields must be completed.

In the text fields, we can enter up to 4 numbers and a decimal.

The Hemoglobin field will accept values between 6.0 and 23.9 (inclusive) and Hematocrit between 18.0 and 71.9 (inclusive).

Risk Factor 201 – Low Hemoglobin or Hematocrit is automatically assigned if the value meets the criteria based on WIC Category, age and for women, the number of cigarettes smoked per day.

Bloodwork 2

The Lead and E.P. (or Erythrocyte Porphyrin) fields allow values between 1.0 and 99.9 (inclusive).

Risk Factor 211 – Elevated Blood Lead Levels is system assigned if greater than or equal to 5 within the last 12 months.

For children, we will need to manually assign Risk Factor 211 if their lead is between 3.5 to 4.9.

Ok, so Dru's hemoglobin was 10.2.

WINNIE will automatically insert the decimal point after two numbers, so go ahead and click into the Hemoglobin field and type 102.

Bloodwork 3-4

<no audio> Click into the Hemoglobin field and type 102.

Bloodwork 5

Did you notice that once we started typing into the field, the Reason Not Collected was disabled?

We can either enter blood values or a reason for not completing the bloodwork, which we'll look at a little later in this module.

We can re-enable the dropdown simply by deleting the blood value.

Let's do that.

Double-click in the Hemoglobin field to highlight the value and press the Delete key.

Bloodwork 6

<no audio> Double-click in the Hemoglobin field to highlight the value and press the Delete key.

Bloodwork 7

OK. Re-enter our hemoglobin value (just type the numbers) and save it.

<no audio> Type 102 into the Hemoglobin field and click the Save button.

Bloodwork 8-9

<no audio> Type 102 into the Hemoglobin field and click the Save button.

Bloodwork Page Overview

Bloodwork Page 1

Once saved, we get our Bloodwork checkmark.

The new bloodwork is added to a card at the top of the page and has read-only fields that match the fields on the modal we just completed plus the Edit icon.

The Edit icon is only enabled on the date the record is created, and we can edit it whether the record was added in the Participant Folder or while in Certification Mode.

Edit Bloodwork

Edit Bloodwork 1A

While we were talking with mom, the nurse who was testing lead stuck a little sticky on our monitor with Dru's lead value.

Since, like measurements, we can only add one new bloodwork record for a specific Measurement Date, if we'd had the lead value earlier, we could have added it at the same time as the hemoglobin.

But again, just like measurements, we can edit the original record because it was created today. Go ahead and click the Edit button, enter 5.1 for lead, and save.

Edit Bloodwork 2-4

<no audio> Click the Edit button, enter 5.1 for Lead, and click the Save button.

Edit Bloodwork 5

Notice the page header has turned bright yellow to indicate high risk due to the high lead value. Let's take a look at Risk Factors.

<no audio> Select Risk Factors from the sidebar.

Risk Factors 1

Both risk factors 201 and 211 were assigned.

Let's take a look at another scenario.

<Transition Slide>

<screen description – no audio> Slides transitions to Participant Search page with Orson Cart's card.

Scenario 2 – CPA Determined Not Required

Overview 2

In this scenario, we'll look at how to get around the system-requirement to complete bloodwork for a certification when policy indicates it's **not** required.

Scenario 2

Orson Cart is a 2-year-old child whom we are certifying.

Since he is two years old, we need to look at his previous bloodwork to know if we need to check his hemoglobin today.

Double-click on Orson's card to open his Participant Folder then open the Bloodwork page.

<Waiting>

<screen description – no audio> Spin icon displays.

Determine if Bloodwork Needed

Determine Bloodwork 1

<no audio> Double-click on Orson's card to open his Participant Folder then open the Bloodwork page.

Determine Bloodwork 2

Orson is 24 and-a-half months old.

He was certified at 12 months and he had a hemoglobin test.

He had an MCA at 18 months and he had another hemoglobin test

Since he had bloodwork between 13 and 24 months, and the value was within the normal range, he is good to go, meaning no bloodwork is necessary.

So, we've determined he is not due for bloodwork.

Add Reason Not Collected

Add Reason 1

Since bloodwork is system-required during certifications, we still need to add a bloodwork record.

BLOODWORK

Since Orson is here for his appointment, we're already on this page, and the Add button is enabled, let's add our bloodwork record while in the Participant Folder.

Click the Add button.

Add Reason 2

We aren't collecting blood, so click the Reason Not Collected dropdown.

Add Reason 3

There are two reasons not to collect bloodwork that are supported by Policy and can be selected if referral data is not available.

The first is a medical condition whereby the blood test may cause harm as documented by a physician and the second is religious objection.

A third option of "other" can also be selected since it is possible there may be another acceptable reason.

If any of these options are selected, we must document the reason in a General Note with the subject of Ht/Wt/Blood or in our SOAP note.

For the Measurement Deferred option, refer to your agency for more information about that.

The first option listed is the one we want to use today: CPA determined not due for bloodwork.

Go ahead and select it then click the Save button.

<no audio> Select CPA determined not due for blood work.

Add Reason 4

Notice that when we select a reason for not collecting the bloodwork, all the other blood fields become disabled.

Go ahead and click the Save button.

Add Reason 5

Just like any other bloodwork, it creates a new card and displays our reason.

So, let's start Orson's cert.

Collapse Clinic Actions and begin the certification.

Begin Cert 1

<no audio> Collapse Clinic Actions and begin the certification.

<Waiting>

<screen description – no audio> Spin icon displays.

<Transition Slide>

We've completed Demographics, Proofs, Income, and Length/Height/Weight behind the scenes.

<screen description – no audio> Slide transitions to checkmarks in Demographics, Proofs, Income, and Length/Height/Weight.

Complete Bloodwork 1

To get our checkmark, because it's the same date as the bloodwork record was created, we can simply open the Bloodwork page.

Go ahead.

<no audio> Select Bloodwork from the sidebar.

Edit Reason 1

And we have our checkmark.

One last thing.

Like all bloodwork, we can edit this record on the same date it was created.

Click the Edit button.

Edit Reason 2

Notice that all blood fields continue to be disabled except for the Reason Not Collected.

But what if we need to add a blood value after having selected a reason?

Can we change this?

Yep. To re-enable the blood fields, we can click the Reason Not Collected dropdown...go ahead...

Edit Reason 3

...and select the blank space above CPA determined not due for blood work.

Again, go ahead.

Edit Reason 4

And all the fields are re-enabled, except of course for Measurement Date.

Click the Cancel button.

<Transition Slide>

Next, let's take a very quick look at entering referral information.

We've completed Demographics, Proofs, Income and Length/Height/Weight behind the scenes.

<screen description> Slide transitions to Donna Kapp's Bloodwork page in Cert Mode.

Scenario 3 – Referral Information

Scenario 3 - Referral

Donna Kapp is a breastfeeding woman whose baby was born on May 2nd.

She had a follow-up postpartum visit on May 13th with her doctor where they checked her hemoglobin.

She brought a referral slip from her doctor that says her hemoglobin was 11.3.

Since it meets our referral requirements of the bloodwork being taken within 90 days and while she was postpartum, let's add it to meet our bloodwork requirement.

Jot down the pertinent information then add her hemoglobin following any cues that display.

<audio – hint> Click the Add button.

Referral 1

Use the calendar control.

<no audio> Jot down the pertinent information then add her hemoglobin. Follow any cues that display.

Referral 2

<no audio> Jot down the pertinent information then add her hemoglobin. Follow any cues that display.

<audio – hint> Select May 13.

Referral 3

Click into the field; don't use the Tab key.

<no audio> Jot down the pertinent information then add her hemoglobin. Follow any cues that display.

<audio – hint> Click into the Hemoglobin field.

Referral 4

Don't type the decimal.

<no audio> Jot down the pertinent information then add her hemoglobin. Follow any cues that display.

<audio – hint> Type 113.

Referral 5

<no audio> Jot down the pertinent information then add her hemoglobin. Follow any cues that display.

<audio – hint> Click the Save button.

Referral 6

Did you notice we didn't select a different source like we did for measurements? Not sure why that is...

We also need to note that like measurements, we don't have to enter measurement dates chronologically.

As long as they are within 90 days and meet our policy requirements, we can add multiple records in any order.

End Slide 1

This concludes our review of Bloodwork.

Click the button to continue.

Knowledge Test

Multiple Choice Q#1

Which statement is **not** true?

- A. The Measurement Date can never be edited.
- B. We do not collect a Source for bloodwork referral data.
- C. When appropriate, we can "skip" the Bloodwork requirement during certifications by selecting "CPA determined not due for blood work" from the Reason Not Collected dropdown.
- D. We can only enter one blood value at a time. If we have both a hemoglobin and lead blood value, we must enter them as separate records.

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- E. We cannot use a referral bloodwork for an infant if it is lower than normal ranges dictate, and the Measurement Date is more than 30 days ago.

Answer #1

The answer is D.

We can enter any blood values with the same Measurement Date at the same time and in the same record. The system will not allow multiple records to be created with the same Measurement Date.

End

End Slide

Thank you for reviewing this WINNIE online training module presented by the Minnesota Department of Health WIC Program.

If you have any feedback, comments, or questions about the information provided, please submit the [WINNIE Questions for the State WIC Office](#) form.

Minnesota Department of Health - WIC Program, 625 Robert St N, PO BOX 64975, ST PAUL MN 55164-0975; 1-800-657-3942, health.wic@state.mn.us, www.health.state.mn.us; to obtain this information in a different format, call: 1-800-657-3942.

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