

Nutrition Assessment 1B – WINNIE Online Training Module

JUNE 2024

Introduction

Intro

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

Date 1

All dates in the first part of this module are based on today's date being June 3, 2024.

<Transition Slide>

<screen description – no audio> Slide transitions from topic slide to Carry Meholm's Nutrition Assessment in Certification Mode.

Overview

In this module, we'll look at editing, adding risk factors, deleting, and copying answers.

<Transition Slide>

<screen description – no audio> Slide transitions to Nutrition Assessment in the Participant Folder.

In the last module, we were certifying Carry Meholm and finished her Nutrition Assessment contact.

We finished the rest of the cert behind the scenes and are now viewing the Nutrition Assessment in the Participant Folder.

Edit NA RF 1

As mentioned before, whether we are in the cert or in the Participant Folder, we can edit or delete the Nutrition Assessment contact on the same date it is created.

A dietary risk factor must be assigned for every cert, which we forgot to do.

The agency we work for suggests we add that dietary risk factor while completing the Nutrition Assessment.

So, let's edit our contact.

<no audio> Click the Edit button.

Edit NA RF 2

Ideally, we want our dietary risk factor to display under the correct question.

Go ahead and click Next until we reach the 400s question.

<no audio> Click the Next button until the 400s question displays.

Edit NA RF 3

<no audio> Click the Next button until the 400s question displays.

Edit NA RF 4

We've added risk factors before and the dropdown works exactly the same.

It lists all risk factors that can be CPA-assigned to this WIC Category, age category, and Breastfeeding Amount.

Click inside the dropdown.

Edit NA RF 5

We're going to assign the dietary risk factor for inadequate vitamin supplementation.

We like shortcuts, so we are going to type the letters "vi" into the dropdown then select the risk factor.

Edit NA RF 6-7

<no audio> Type the letters "vi" into the dropdown then select the risk factor.

Edit NA RF 8

OK. We have our risk factor.

Let's also edit our 900s question and answer it this time.

Click the Next button.

<no audio> Click the Next button.

Edit NA 1

Click three times within the text field to highlight Not Answered...

Edit NA 2

<no audio> Click three times within the text field to highlight Not Answered.

Edit NA 3

...and we'll quickly type our answer.

Go ahead and click Save.

<no audio> Click the Save button.

TEXT 900s: She walks her neighbor's dog everyday. No safety concerns. Doesn't drink, smoke or "do drugs".

<Waiting>

<screen description – no audio> Spin icon displays.

Edit NA 4

Click below the scroll bar twice.

Edit NA 5

<no audio> Click below the scroll bar.

Edit NA 6

<screen description – no audio> Slide transitions to infant Lou Tennant's Nutrition Assessment page.

There is one caveat with editing.

Cannot Edit if BF Amount Changes

Ugly Edit Error 1

Remember, the questions regardless of WIC Category, are dependent on Breastfeeding Amount, which is why the system (as well as policy but for different reasons) requires that we must complete Health Information before adding our Nutrition Assessment contact.

Ugly Edit Error 2

If we add a Nutrition Assessment contact and then go back to change the Breastfeeding Amount in Health Information, we will be unable to edit the contact.

When we click Edit after changing the Breastfeeding Amount, WINNIE actually displays this ugly error message.

What it should say is that we can't edit the Nutrition Assessment contact because the questions no longer apply to the current Breastfeeding Amount.

Long story short. If we change the Breastfeeding Amount after having completed Nutrition Assessment and need to edit one of our answers, we will have to delete the contact and add a new one.

Let's do that. Click the Delete button.

Deleting Nutrition Assessment Contacts

Delete 1

A confirmation message shows asking if we are sure.

<screen description – no audio> Slide transitions back to Carry Meholm's Nutrition Assessment page that displays the message: Risk factors assigned during the contact will be removed. Are you sure you want to delete the selected record?

However, if we were to delete a contact that had risk factors assigned, like Carry's, the message that displays lets us know that it will also remove any risk factors assigned during the Nutrition Assessment.

<Transition Slide>

<screen description – no audio> Slide transitions back to Lou Tennant's Nutrition Assessment.

Delete 2

Go ahead and click the Yes button.

<Waiting>

<screen description – no audio> Spin icon displays.

Delete 3

Once deleted, the Add button is re-enabled.

Copy Other Household Member

<Transition Slide>

<screen description – no audio> Slide transitions to topic slide.

The last thing to look at is the Copy button and how it works.

Date 1

All dates in the second part of this module are based on today's date being June 6, 2024.

<Transition Slide>

<screen description – no audio> Slide transitions to Eileen Downe's Nutrition Assessment page.

Scenario 1

Our scenario is that we are certifying the Downe family kids: Eileen who is 15 months old, Ben who is 4 and Holder who is 3.

All of the kids' measurements fell within the normal growth curves and all had hemoglobin values in the normal range.

We've just completed the Nutrition Assessment for Eileen using the brief questions and probes.

Take a quick look at the questions and answers, clicking below the scroll bar to view them.

<no audio> Click below the scroll bar to view the questions and answers.

Scenario 2

<no audio> Click below the scrollbar.

<no audio> Click below the scroll bar to view the questions and answers.

Scenario 3

There is a risk factor assigned for the 400s question.

Did you notice that the answers could mostly be applied to all of the kids?

<screen description – no audio> Slide transitions to Ben's Nutrition Assessment.

Copy Answer 1

So let's begin a Nutrition Assessment for Ben, the 4-year-old using the brief questions and probes.

Go ahead. Click anywhere for a hint.

<no audio> Begin a Nutrition Assessment for Ben that uses the brief questions and probes.

<audio – hint> Click the Add button.

Copy Answer 2

<no audio> Begin a Nutrition Assessment for Ben that uses the brief questions and probes.

<audio – hint> Select No.

Copy Answer 3

<no audio> Begin a Nutrition Assessment for Ben that uses the brief questions and probes.

<audio – hint> Click the Next button.

Copy Answer 4

<no audio> Begin a Nutrition Assessment for Ben that uses the brief questions and probes.

<audio – hint> Select No.

Copy Answer 5

<no audio> Begin a Nutrition Assessment for Ben that uses the brief questions and probes.

<audio – hint> Click the Next button.

Copy Answer 6

The Copy from Household Member button displays for short answer questions.

It allows us to copy a previous answer on the same date the Nutrition Education contact was created when the member is the same WIC category, Age Category, and BF Amount and we use the same set of interview questions (meaning complete or brief format) or when the question is exactly the same.

This allows the same question to be answered for children 1 to 5 years old regardless of age category, which is where we may often have similar answers.

Go ahead and click the button.

<no audio> Click the Copy from Household Member button.

Copy Answer 7

Since the question is the same for both one-year-old Eileen and 4-year-old Ben, Eileen's answer displays.

We click the Copy button to move the text to the Answer field.

Click the button.

<no audio> Click the Copy button.

Copy Answer 8

Go ahead and copy the answer for the next question.

Click anywhere for a hint.

<audio – hint> Click the Next button.

Copy Answer 9

<no audio> Copy the answer for the next question.

<audio – hint> Click the Copy from Household Member button.

Copy Answer 10

<no audio> Copy the answer for the next question.

<no audio> Click the Copy button.

Copy Answer 11

Since most of this only applied to Eileen, we're going to highlight then delete the nonapplicable portion.

<screen description – no audio> PHN at WIC today to test lead; tested Eileen's and blood lead negative highlighted.

Copy Answer 12

Press the Delete key on the keyboard.

Copy Answer 13

And yes, it would have been easier to type that answer...but we're training on the copy button.

So, we can copy then edit the answer however we need.

Let's do that again.

Copy the next question's answer.

<no audio> Copy the answer for the next question.

<audio – hint> Click the Next button.

Copy Answer 14

<no audio> Copy the answer for the next question.

<audio – hint> Click the Copy from Household Member button.

Copy Answer 15

<no audio> Copy the answer for the next question.

<no audio> Click the Copy button.

Copy Answer 16

Once again, we're going to highlight the text that doesn't apply.

Copy Answer 17

But this time, we'll add some additional info for Ben.

Go ahead and copy one more answer.

<no audio> Copy the answer for the next question.

<audio – hint> Click the Next button.

Copy Answer 18

<no audio> Copy the answer for the next question.

<audio – hint> Click the Copy from Household Member button.

Copy Answer 19

<no audio> Copy the answer for the next question.

<no audio> Click the Copy button.

Copy Answer 20

We had a dietary risk factor assigned for Eileen.

This is probably obvious, but risk factors do not copy.

Let's add the same Risk Factor 425B – Use of sugar-containing fluids.

Again, with the shortcut, click the dropdown, type 4-2, then select the risk factor.

<no audio> Click the Risk Factors dropdown, type 42, then select 425B.

Copy Answer 21

<no audio> Type: 42

<no audio> Click the Risk Factors dropdown, type 42, then select 425B.

Copy Answer 22

<no audio> Type: 42

<no audio> Click the Risk Factors dropdown, type 42, then select 425B.

Copy Answer 23

<no audio> Type: 42

<no audio> Click the Risk Factors dropdown, type 42, then select 425B.

Copy Answer 24

OK. We get the idea, so we've copied the last answer behind the scenes.

Copy Answer 25

Click the Save button.

<Waiting>

<screen description – no audio> Spin icon displays.

Copy Answer 26

Click below the scroll bar to review.

Copy Answer 27

<no audio> Click below the scroll bar.

Copy Answer 28

We are now completing Holder's Nutrition Assessment and again, want to copy many of the answers.

We've already begun the contact and are on question 2.

<screen description – no audio> Slide transitions to Holder's Nutrition Assessment contact, question #2.

Copy Answer 29

If we were to select the Complete Questions format and go to the next question, go ahead...

<no audio> Select the Complete Questions format and click the Next button.

<audio – hint> Select Yes for the Complete Questions format.

Copy Answer 30

<no audio> Select the Complete Questions format and click the Next button.

Copy Answer 31

...and try to copy...go ahead...

<no audio> Click the Copy from Household Member button.

Copy Answer 32

...a message displays telling us that this question hasn't been answered for another household member.

Remember, the question has to be exactly the same.

So, if we are going to copy, we need to select the same question format.

Go back and select the brief format then copy the 100s answer.

<audio – hint> Click the Previous button.

Copy Answer 33

<no audio> Go back to select the Brief format then copy the 100s answer.

<audio – hint> Select No for the Brief Questions & Probes format.

Copy Answer 34

<no audio> Go back to select the Brief format then copy the 100s answer.

<audio – hint> Click the Next button.

Copy Answer 35

<no audio> Go back to select the Brief format then copy the 100s answer.

<audio – hint> Click the Copy from Household Member button.

Copy Answer 36

<no audio> Go back to select the Brief format then copy the 100s answer.

<audio – hint> Click the Copy button.

Copy Answer 37

Go to the 200s question and copy its answer.

<audio – hint> Click the Next button.

Copy Answer 37

<no audio> Go to the 200s questions and copy its answer.

<audio – hint> Click the Copy from Household Member button.

Copy Answer 38

Ah. Did you remember that we changed Eileen's answer for Ben?

The system will display all versions of the answer and we can choose which one is most applicable and still have the ability to modify it further if needed.

Copy Ben's answer.

Copy Answer 39

<screen description – no audio> Slide transitions from Holder's 200s question with Ben's answer to the completed contact displaying Ben's answer.

End Slide 1

This concludes our review of Nutrition Assessment.

Click the button to continue.

True/False Q#1

True or False?

We must edit the Nutrition Assessment if we change the Breastfeeding Amount after creating the contact.

Answer #1

The answer is False.

We are not required to edit the Nutrition Assessment contact if we change the Breastfeeding Amount. The questions are the same for an infant so if our answers are unchanged, we can leave the contact as is. However, if we need to update our answers due the BF Amount change, we will have to delete the contact and create a new one since we can't edit it after changing the BF Amount.

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.

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