

State WIC Agency Survey



Welcome to the State WIC Agency Survey!

Thank you for your participation in the WIC Breastfeeding Peer Counseling Study, which is being conducted by researchers at Abt Associates Inc. on behalf of the U.S. Department of Agriculture (USDA) Food and Nutrition Service (FNS). The purpose of this survey is to better understand how the *Loving Support* Peer Counselor Program is being implemented in your State or Indian Tribal Organization. Many of the questions are focused on *Loving Support* peer counseling, while others address general breastfeeding promotion and support activities in your State agency, which are helpful in understanding the context in which the *Loving Support* peer counseling is implemented.

View General Instructions

Start Survey

OMB Clearance Number: 0584-0548 Expiration Date: 7/31/2011

Estimates of Burden for the Collection of Information.

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this collection is 0584-0548. The time required to complete this information collection is estimated to average 150 minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collected.

Use of Cookies

This survey makes use of session cookies and is consistent with OMB guidelines for use of <u>Cookies</u> in Federally sponsored Web sites. While Cookies are used, they do not contain any identifying information about the user and will not be used for any purpose other than to ensure that the survey functions properly. After completing the survey, you may delete the cookies from your hard drive.

Confidentiality

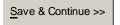
Your agency's name and location will not be identified in reports prepared for this study or in data files provided to FNS. None of your responses will be released in a form that identifies you or any other staff member by name, except as required by law. Please note that this study is not part of an audit or management review of WIC operations. Your participation in the survey is completely voluntary. Failure to complete the survey will not affect you or your agency in any way.

Technical Requirements for the Survey

In order for this survey to work properly for you, you will need the following:

- •Internet Explorer 5.0 or above, Netscape Navigator 7.0 or above, or Mozilla Firefox Version 1.0 or above.
- Your browser must be Java-enabled.
- •You must have the "pop-up blocker" feature disabled in your browser (if applicable).

If you are not able to meet these requirements, please call 1-877-401-7323.



General Instructions

Survey Structure

The State WIC Agency Survey is divided into the following topic areas:

- General Breastfeeding Promotion Programs
- State-Level Staff for Loving Support Peer Counseling and Other Breastfeeding Promotion Activities
- Training for Loving Support Peer Counseling
- State Distribution of Funds for Loving Support Peer Counseling
- State Written Guidance for Local Loving Support Peer Counseling Programs
- State Data Collection about the Loving Support Peer Counseling Program

Questions for these topic areas are placed within six different modules, which may or may not be completed by the same staff member. In fact, we expect that multiple people at the State level will need to respond to the survey, including the State WIC director, the State breastfeeding or peer counselor coordinator and the State WIC budget officer. Please assign a staff member to complete each of the above modules, as appropriate for your State, and forward your invitation e-mail and letter containing your password to these people. The navigation page that follows this introduction will allow each respondent to jump directly to the module for which they are responsible. The first question in each module requests the name and title of the primary respondent for that specific module; this information may help if questions arise at a later point. Please note that this information will be kept confidential and will not appear in any reports.

At the end of this web survey, there is a "Conclusion" page. This is the place for the State WIC director, or designated staff member, to certify that the survey is complete. Once all six modules and the conclusion page have been submitted, your survey will be complete.

Moving Through the Survey & Saving Responses

This web-based survey includes six modules of questions (described above), as well as this general instruction screen, an introduction screen, navigation screen, key definition screens and a conclusion page. As you go through this survey, you will see navigation buttons/links at the top and bottom of each page. These features will help you move through the survey.

As you are completing questions within a module, please use the buttons on the bottom of the page (see below). The "Save & Continue >>" button may be safely used to move to the next page of the survey and save the data you just entered. The "Save & Quit" button may also be used to save data on the current page and temporarily exit the survey. Please note, however, that the "<< Go Back" button will NOT save data. If you click the "<< Go Back" button to view previous responses, when you return to the current page, all questions on this page will be unanswered. If you'd like to save data before going to a previous page, please click "Save & Continue >>" and then "<< Go Back" twice. Also, it is important that you do not use the "Back" or "Forward" buttons on the top of your browser while in the survey. By doing so, the survey will not work properly, and your work will not be saved.



On the last page of each module, the "Save & Continue >>" button is replaced with a "Submit" button like the one below. By clicking this button, all responses in this module will be saved and you will be directed to the navigation page, allowing you to link to any other module you are responsible for completing. If you have completed the modules assigned to you, press the submit button and then "Save & Quit" once you reach the navigation screen. Before your State WIC director has certified your State's survey as complete, you may still return to a module that has been "submitted."



On the top of each page, there are underlined phrases such as <u>Return to Start of Survey</u>, <u>View General Instructions</u> and <u>Go to New Module</u>. Clicking on these "hyperlinks" will redirect you to different section of the survey (e.g., one sends you to the start of the survey and one sends you to the navigation page, which allows you to jump to any module in the survey). As with the "<< Go Back" button, clicking one of these links will not save responses on the current screen. If you responded to any questions on the current page, please click the "Save & Continue >>" or "Save & Quit" button before moving to another section of this survey.

Multiple Respondents

As mentioned, we expect that multiple people at the State level may need to respond to this survey. If a staff member is assigned to complete a specific module, they should click the appropriate module name on the navigation page after this introduction. Once they are finished with their module and click the submit button, they should click the "Save & Quit" button.

It is okay for multiple staff members to simultaneously work on questions within **different** modules. However, **multiple respondents must not work on the same module at the same time.** If two computers have simultaneous access to Module 1, for example, both sets of responses will be saved as separate records. To avoid problems, please assign one person to complete each module and ask that this person be the only one to access this module. While it is fine if this person needs to ask another person for answers, only one staff member should be responsible for entering the data. Please note that pages may be printed by clicking the print icon on your web browser (or, from your browser's top menu options, select "File," and then select "Print").

If you do not have all the information on hand to answer a specific question, you may save the answers you've provided and quit until you obtain the data needed. If you plan to leave your computer for an extended amount of time to gather information, please mind the inactivity rule described below; it may be recommended that you click "Save & Quit" and re-open the survey once you are ready to continue.

Taking a Break

The average total time to complete this survey will range between 1½ and 2½ hours. It is designed so that you may respond at your convenience and over multiple visits to this web site. Still, if you need to take a break for an extended period of time or have someone else work on the survey, make sure you save any changes made on your current page and close out of the survey.

CAUTION: If you are inactive for more than 15 minutes in this survey, you will automatically be logged out and any unsaved responses on the current page will be lost. You are considered "inactive" if you do not move from one page to another page in the survey. If you are logged out due to inactivity, a login screen will appear, giving you the opportunity to re-open your survey by entering your username and password.

Opening your Survey

If you are logged out of the survey, either because of inactivity or you clicked "Save & Quit," you may reenter the survey by either using the link in the survey invitation that was e-mailed to you, or by visiting the following website and entering your State's username and password:

http://mobile.checkbox.com/abtassociates/WIC PEERC Intro.survey

Your username and password were sent to you in the e-mailed survey invitation as well as in the letter that was mailed to your State WIC director. Please note that your password is case sensitive. If you cannot find this information, please click the <u>Forgot your password?</u> link on the login screen and enter the e-mail address to which the original survey invitation was e-mailed; instructions will be sent to that e-mail address allowing you to create a new password. If you create a new password it is important that all staff members working on your State's survey are made aware of the new password.

Reviewing Completed Modules

As modules are completed, the data are submitted to the researchers at Abt Associates. Data are not analyzed, however, until the State WIC Director (or designated staff member) certifies that the survey is complete by completing the questions on the conclusion page. It is recommended that data be reviewed for completeness and accuracy before the survey is certified as complete. When navigating to a module that has been submitted, you will see a screen with the following note: "You have already completed this survey. Click the Edit icon next to the response you wish to edit." Please click the "edit" icon (it looks like a paper and pencil) and navigate through the pages, revising information as necessary. Please note that the "Save & Quit" and "Submit Responses" buttons no longer appear at the bottom of the page; to save changes to a particular page, you must click the "Save & Continue >>" button.

Finalizing the Survey

At the end of this web survey, there is a "Conclusion" page. This is the place for the state WIC director, or designated staff member, to certify that the survey is complete. It is recommended that this person review all modules for completeness and accuracy before completing this page; click the hyperlink next to the text "To review the responses to this questionnaire" and start with Module 1.

If a module has been completed, you will see a screen with the following note: "You have already completed this survey. Click the Edit icon next to the response you wish to edit." Please click the paper and pencil "edit" icon (see below) and navigate through the pages, revising information as necessary.

Started	Completed
5/19/2008 11:13:14 AM	5/20/2008 10:03:22 AM

After all modules have been reviewed and the State WIC director, or designated staff member, certifies that the survey is complete, click the "Finish" button. This will let us know that no further answers will be forthcoming, and we will process your responses. You will receive a confirmation e-mail that will indicate that your survey responses were successfully submitted to Abt Associates Inc. This e-mail will serve as your "certificate of survey completion." Once you have indicated that your survey is complete, it is very important that you do not modify any responses within the survey. If you need to revise a response after certifying that the survey is completed, please contact a member of Abt's survey team by calling 1-877-401-7323 or sending an e-mail to WICPeerC@abtassociates.com. Someone at Abt will either update the survey for you, or provide instructions for you to re-access your survey. Please do not re-access the survey without first receiving permission or the wrong data may be used in the final report.

After your survey has been submitted, it will be reviewed by staff at Abt Associates. If questions arise, we will contact you to clarify your responses.

Want to Print Your Survey?

If you would like to print a copy of your responses on this survey, simply print out each survey page once you have completed it. To print a page, simply click on the print icon on your Web browser, or from the browser's top menu options, select "File," and then select "Print."

Getting Help

We provided definitions of "key words" to assist you as you fill out the survey. If a word is underlined, you may simply click the word and a new window will open titled "Key Terms Used in the State WIC Agency Survey." Please locate and review the appropriate definition and then close the window by clicking the on the top right corner of the page.

Getting Started

You are now ready to begin the survey. Please click on the "Save & Continue >>" button below. Thank you again for your participation in this important research study.

This Survey is divided into several different modules (listed below). Please complete each section before certifying that your survey is complete. If you are not able to answer the questions found in a particular module, please ask another staff person to complete that section.

Please click on the module name to go to that section.

Module 1: General Breastfeeding Promotion Programs

<u>Module 2: State-Level Staff for Loving Support Peer Counseling and Other Breastfeeding Promotion Activities</u>

Module 3: Training for Loving Support Peer Counseling

Module 4: State Distribution of Funds for Loving Support Peer Counseling

Module 5: State Written Guidance for Local Loving Support Peer Counseling Programs

Module 6: State Data Collection about the Loving Support Peer Counseling Program

Conclusion (Finalize & Submit Survey)

Module 1: General Breastfeeding Promotion Programs

Information on Primary Respondent Completing Module 1 Title Name 1. We would like to learn about the WIC breastfeeding promotion activities supported in your State that are in addition to Loving Support peer counseling. Does your State agency provide breastfeeding promotion services or programs (e.g., media campaigns, educational materials) for WIC participants in addition to Loving Support peer counseling? Yes Skip to 7 Don't Know Skip to 7 Please indicate the breastfeeding promotion activities undertaken at the State level that your State agency funds for WIC participants. Please do not indicate local WIC agency activities. (Check all that apply) Media campaigns and educational materials (e.g., television ads, posters, brochures) Breastfeeding promotion training to staff other than *Loving Support* peer counselors Make lactation consultants available to WIC participants Sponsor certified lactation counselor training (or similar certification training) Equipment (e.g., breast pumps) Peer counseling or other counseling by clinic staff to WIC participants that is different than Loving Support peer counseling Warmline or hotline Classes or support group meetings for WIC participants

Module 1 1-1

Only answer if Q3 = Other.
3a. For the previous question, you checked the box next to "other." Please specify.

	4			<u>►</u>	
•	4		k <i>at the State level</i> the amount o		
		Yes			
		No	Skip to 7		
		Don't Know	Skip to 7		
	5. I		hat the State spends on the aboves spend on those activities using		u also include what
		Just what the State	spends		
		What both the State	spends and what local WIC agence	es spends	
		Don't Know			
•	6. I	How much NSA fun 2007?	ding was spent on breastfeeding	promotion activities describe	d in Question 3 in FFY
		This amount include	es NSA funding that augmented the	Loving Support peer counseling	g grant.
		This amount exclud	es NSA funding that augmented the	e Loving Support peer counseling	g grant.
		Don't Know			

Module 1 1-2

7.	(Check all that apply)
	Use some Loving Support grant funds at the state level (e.g., for staff training, planning, etc.)
	We chose to focus the grant funds on a small number of sites , rather than trying to make funding available to
all s	ites
□ rela	We chose to distribute the grant funds to as many sites as possible rather then concentrating funding on tively few sites
Dro	We chose initially to focus the grant funds on sites that were enhancing existing peer counseling
pro	grams
	We chose initially to focus the grant funds on sites that were beginning peer counseling programs
	Other (Specify:)
8.	At the State level, what other major initiatives are underway that you believe have an impact on breastfeeding rates in your State: (Check all that apply)
	Major public education campaigns, sponsored by either public or private funding
	Efforts to change hospital policies to limit the distribution of formula and make them more "Baby Friendly"
	Major training initiatives for health professionals to support breastfeeding
	Other (Specify:)

Module 1 1-3

Module 2: State-Level Staff for *Loving Support* Peer Counseling and Other Breastfeeding Promotion Activities

		Information or	Primary Respon	dent Completing Module	2	
		Name			Title	
9.	counseling prog anyone who is ir	ram in your State (Do nvolved in either polic	not include la y guidance, re	ist names of State W esource allocation, f	rk on the <i>Loving Suppo</i> /IC employees). Please inancial monitoring, ar r counseling. Please in	include nd/or
(Plea	ase press the tab key o	r use your mouse to move be	etween lines. Pre	essing the enter key will ta	ke you out of the survey.)	
				Name & Title		
1.						
2.						
3.						
4.						
5.						
6.						

Module 2 2-1

9a. For each Loving Support staff person listed in Question 9, please indicate how long this person has been in this position, whether s/he is a Loving Support peer counseling coordinator, the types of activities in which this person is involved and whether this person's salary is fully supported, partially supported, or not supported by the FNS Loving Support peer counseling grant.

	Approximate long has person been position of the position of the person been person been position of the person been person be	s this en in this on?	state-d Loving peer co	person a esignated g Support ounseling dinator?	Resource Allocation	e Policy		ed in	g Other	Specify other activities (if applicable)	suppo Fully Supported	Partially d Supporte g By Lovin	ed Supported by Loving
				C									

Module 2 2-2

10.	Adding up all of the time of all of the State WIC staff involved in the program, what is the approximate average number of staff hours Support peer counseling program, as opposed to the staff hours	per month paid for b	y the <i>Loving</i>
		Hours per Month	Don't Know
11.	When you think about <i>Loving Support</i> peer counseling in your St consider its champion whose efforts and enthusiasm really make		son you would
	Yes		
	No Skip to 12		
	Don't Know Skip to 12		
11a	Who would you consider your state's <i>Loving Support</i> peer couns whose efforts and enthusiasm really make it work?	eling champion - i.e.	, the person
12.	Please indicate if anyone at the State level who is involved in the program undertakes the following activities: (Check all that apply)	Loving Support peer	counseling
targ	Conducts needs assessment to identify the local program, population get the WIC peer counseling services	, geographic areas, ar	nd potential sites to
Н	Provides technical assistance to local WIC programs to hire a breas	tfeeding/peer couns	eling coordinator
	Develops statewide program policies for Loving Support peer couns	eling	
cou	Provides technical assistance to local WIC programs on basic polici nseling program	es and procedures fo	or a peer
	Provides training to local WIC staff (other than peer counselors) about	ut breastfeeding and p	eer counseling
	Provides training to peer counselors about peer counseling duties ar	nd responsibilities	
	Develops informational materials about breastfeeding, which may in	nclude collecting data	
	Monitors the implementation of local WIC peer counseling services		
incl	Designs and/or participate in evaluation or ongoing monitoring of louding data collection	cal WIC peer counseli	ng services
	Conducts program promotion with local organizations in the commun	nity	
	Provides information to WIC clients about the peer counseling progra	am	
	Reports on the program operations to WIC administrative staff		
	Provides direct supervision to local peer counselors		
	Other (Specify:)		

Module 2 2-3

Module 3: Training for *Loving Support* **Peer Counseling**

Information on Primary Respondent Completing Module 3

Name

Title

Training Received By WIC State Agency Staff

13. Please indicate the training related to *Loving Support* peer counseling that State-level WIC staff have *received* since your State first accepted the *Loving Support* peer counseling funding.

	No training received	Training received one time	Training received more than one time	
Loving Support peer counseling training				
Other locally and/or State-offered training on breastfeeding and/or role of peer counselors				C
Lactation management training approved through IBCLC Continuing Education Recognition Points (CERPS)				C
Other lactation courses that award certificates				C
If State-level WIC staff received other types of training related to <i>Loving Support</i> , please specify below.				
_				

Module 3 3-1

Training Offered By State Agency Staff or Sponsored by the State

14. In the last question we asked you about training State staff received. Here we ask about training State staff provided or sponsored. Please indicate the training related to Loving Support peer counseling that State staff provided to local WIC agency staff since your State first accepted the Loving Support peer counseling funding. We would like to know about training that the State provided directly or paid for through contracts or other agreements.

	No training offered	Training offered one time	Training offered more than one time	Don't Know
"Using Loving Support to Manage Peer Counseling Programs" training				
Other locally and/or State-offered training on breastfeeding and/or role of peer counselors				
Lactation management training approved through IBCLC Continuing Education Recognition Points (CERPS)				
Other lactation courses that award certificates				
If State-level WIC staff provided other types of training related to <i>Loving Support</i> , please specify below.				
_	C			

Module 3 3-2

Module 4: State Distribution of Funds for *Loving Support* Peer Counseling

	Information on Primary Respon	ndent Completing Module 4		
	Name	Title		
This section focuses on how the State distributes funding for the <i>Loving Support</i> peer counseling program, which may be funded by FNS <i>Loving Support</i> peer counseling grants exclusively or in combination with other funding sources.				
		e FNS Loving Support peer counseling grant and/or ent the Loving Support peer counseling program?		
C _{Yes}				
state funds to any regio	nal entities (i.e., that incl	ne FNS <i>Loving Support</i> peer counseling grant and/or ude more than one local WIC agency, such as a <i>Support</i> peer counseling program?		
C _{No}				
15c. Does the WIC State Agency of agencies that are not local	urrently distribute the FNS WIC agencies or regional e	Loving Support peer counseling grant and/or state funds to ntities?		
Yes No		If yes, please explain		
Answer Q15c and Q16d if Q15b = Yes.				
15c. How many regional entities are there?				
15d. How many receive FNS p	eer counseling grant fun	ds?		

Module 4 4-1

Unless this is an ITO, if Questions 15a, 15b, and 15c = No, Module 4 is completed. Go to next module.

16.	How many local WIC agencies are in your State? Number of local agencies		
17.	Of these local agencies, how many offer Loving Support peer cour	nseling?	
(17a. Of the local agencies that offer Loving Support, how many place the same as or similar to Loving Support peer coun counseling grants? Include voluntary programs)		
		Number of Agencies	Don't Know
18.	Of local agencies that offer <i>Loving Support</i> peer counseling, how counseling grants?	many receive fundin	g from FNS peer
		Number of Agencies	Don't Know
19.	In addition to providing local sites with funding from the <i>Loving State</i> allocate additional funds from <u>NSA</u> or from other sources fo program?		
	Yes, we distribute NSA and/or other funds to sites to augment Loving S	Support peer counseli	ng programs
Sup	No, we do not distribute any funding to sites in addition to the <i>Loving S</i> oport peer counseling program	<i>upport</i> grant to suppo	rt the Loving
19a.	Whether or not your State explicitly allocates NSA and other fund Support grant, does your State allow sites to choose to spend so Loving Support?		
	Yes		
	No Skip to 21		
20.	What are the sources of the additional funds that your State alloc counseling?	ates for <i>Loving Sup</i>	port peer

Module 4 4-2

Nutrition Services and Administration (NSA) funds		
State non-WIC funds (e.g., State public health dollars)		
Other funds (e.g., private philanthropic funding)		
20a. On the previous page you indicated that your State allocates were used to provide additional financial support for the L specify the sources of these funds below.	s "other funds" (e.g., private philanthropi .oving Support peer counseling program	ic funding) that ı. Please
	<u></u>	
1	<u>▼</u>	
20b. You indicated that your State provided the following source counseling. Please provide the amount of funding in <u>FFY</u> programs.	s of additional funds for <i>Loving Support</i> 07 that went to local <i>Loving Support</i> pee	peer r counseling
	\$ Amount of Funding	Do not collect this information.
Nutrition Services and Administration (NSA) funds		C
State non-WIC funds (e.g., State public health dollars)		
(Response from Q20a)		
 21. Taking into account all sources of funding for Loving Stunding to local agencies comes from the FNS Loving (Select one) 100% 75 - 99% 50 - 74% 	Support peer counseling, what perce g Support peer counseling grant?	entage of
25 - 49%		
Less than 25%		

Module 4 4-3

Module 5: State Written Guidance for Local *Loving* Support Peer Counseling Programs

Information on Primary Respondent Completing Module 5 Title Name This section is about written guidance the State WIC Agency provides to local WIC agencies about major aspects of the Loving Support peer counseling program. Module 5 includes intricate skip patterns based on items selected for Question 22. There are 14 subsections, but the respondent should only answer questions related to items checked for Question 22. 22. Does the State provide guidance to local WIC agencies about the following aspects of local Loving Support peer counseling programs? Guidance can include either State recommendations or State requirements. (Check all that apply) Role, responsibilities, and qualifications of local WIC peer counseling coordinators. (If checked, answer Questions 23-28) Qualifications of local WIC peer counselors. (If checked, answer Questions 29-30) Timing of peer counselor's first contact with pregnant women or new mothers (e.g., during pregnancy, in hospital). (If checked, answer Question 31) Frequency of peer counselor's contact with program participants. (If checked, answer Questions 32-34) Maximum length of time that WIC participants may receive peer counseling. (If checked, answer Question 35) Settings where peer counseling services are provided to clients. (If checked, answer Questions 36-38) The types of contact (i.e., in-person, telephone) that peer counselors have with WIC participants. (If checked, answer Question 39) Accessibility of peer counselors to clients outside WIC clinic hours. (If checked, answer Question 40) Caseload, number of clients for each peer counselor, (If checked, answer Question 41) Wages or benefits and career paths for peer counselors. (If checked, answer Questions 42-47) Nature and amount of initial and ongoing training and support that peer counselors receive. (If checked, answer Questions 48-52)

Module 5 5-1

Supervision and job monitoring of peer counselors. (If checked, answer Question 53)

		partnerships related to the Loving Support peer counseling program that local agencies must cked, answer Questions 54-55)
		elors' job activities (e.g., duties related to staff training, making referrals, service documentation and trative tasks).
	Documenta	tion of peer counselors' interactions with WIC participants. (If checked, answer Question 56)
	Content of p ties) and pa	peer counseling activities with clients (e.g., topics/issues to discuss with clients, educational rticipants.
	Procedures	for referrals of Loving Support peer counseling participants to other related services participants.
	No Written	Guidance
If no	written gu	uidance, Module 5 is completed. Go to next module.
Loc	al Peer	Counseling Coordinators
	ver if guidar dinators.	nce is provided about role, responsibilities, and qualifications of local WIC peer counseling
		ate recommend or require that local WIC agencies with a <i>Loving Support</i> peer counseling esignate a local peer counselor coordinator?
C _Y	Yes	
	No s	Skip to 25
		tate recommend or require that the local <i>Loving Support</i> peer counseling coordinator be a erson than the local breastfeeding promotion coordinator?
	Yes	
	No	
25. [Does the S coordinat	tate have guidelines about the educational level or experience of local peer counseling ors?
	Yes	
	No	Skip to 27

26.	Please indicate whether the State has guidelines for the following education, experience, and other qualifications for local peer counseling coordinators. (Check all that apply)
	Associate's degree
	Bachelor's degree
	International Board Certified Lactation Consultant or IBCLC eligible
	Registered dietitian or nutritionist
	Registered nurse
	Experience in program management
	Experience in breastfeeding promotion
	Training in lactation management
	Experience as health-related program supervisor
	Personal experience in breastfeeding
	Computer skills
	Bilingual
	Experience in counseling
	Experience in peer counseling
	Other (Specify:)
27.	Does your State have guidelines about the responsibilities of local peer counseling coordinators?
	Yes
	No
	28. If yes, please indicate whether the State has guidelines about the responsibilities of peer counseling coordinators in the following areas. (Check all that apply)
	Conduct needs assessments related to Loving Support peer counseling services
	Participate in local WIC program's establishing the basic policies and procedures for Loving Support peer counseling program
	Supervise and monitor work performance of Loving Support peer counselors
	Participate in the training of local WIC agency staff about breastfeeding and peer counseling
	Provide training to local Loving Support peer counselors

		Monitor the implementation of local Loving Support peer counseling services
		Design and/or participate in evaluation of local Loving Support peer counseling services
		Conduct promotion activities for the Loving Support peer counseling program
		Provide information to WIC clients about the Loving Support peer counseling program
	□ Sup	Initiate or serve as point of contact for community organizations that collaborate on <i>Loving</i> port activities
		Report on the program operations to State WIC administrative staff
		Other (Specify:)
Lo	cal Pe	er Counselor Qualifications
Ans	wer if g	uidance is provided about qualifications of local WIC peer counselors.
29.	Does th	e State have guidelines about the educational level or experience of local peer counselors?
	Yes	
	No	Skip to 31a
	30.	If yes, please indicate whether the State has guidelines about the qualifications of local peer counselors in the following areas. (Check all that apply)
		Paraprofessional Paraprofessional
	regi:	Professional certification, e.g., International Board Certified Lactation Consultant or IBCLC eligible, stered dietitian or nutritionist, lactation management
		GED or high school completion
		Associate's degree
		Bachelor's degree
		Master's degree
		Current or previous WIC recipient
		Current or previous breastfeeding experience
		Ethnic background similar to the target peer counseling program participants
		Age similar to the target peer counseling program participants
		Speak the same language as the target peer counseling program participants
		Live in the same community as the target peer counseling program participants

Available to clients outside the usual clinic hours
Available to clients outside the WIC clinic setting
Willing to travel to remote parts of the WIC service area
Available to conduct peer counseling services for a minimum number of required hours per week <i>If selected</i> , what is the required minimum hours/week? hours
Minimum length of commitment to serve as peer counselor If selected, what is the minimum length of commitment required? months
Good parenting model
Project positive image of WIC, present information consistent with WIC philosophy
Enthusiastic about breastfeeding
Have good interpersonal communication skills
Recognize when to make referrals to other services, specialists, and programs
Have access to reliable transportation
Must have telephone
Other (Specify:)
Timing of First Contact
Answer if guidance is provided about timing of peer counselor's first contact with pregnant women or new mothers (e.g., during pregnancy, in hospital).
31a. Does the State recommend or require that peer counselors <i>first</i> contact WIC participants during pregnancy?
C _{Yes}
No Skip to 31d
31b. Does the State recommend or require that peer counselors <i>first</i> contact WIC participants <u>during a specific trimester</u> ?

□ _{No}

Skip to 31d

31c. <u>During which trimester</u> does the State recommend or require that peel participants?	r counselors <i>first</i> contact WIC
First	
Second	
Third	
 31d. Does the State recommend or require that peer counselors <i>first</i> contaspecific time frame <u>after delivery</u>? Yes No 	ct WIC participants within a
31e. If yes, when after delivery does the State recommend or requi contact WIC participants?	ire that peer counselors first
While in hospital Within first week at home Other/It depends (Specify:)	
Frequency of Contact Answer if guidance is provided about frequency of peer counselor's contact	ct with program participants.
32. Does the State have guidelines about how soon a response is required assistance from a WIC participant?	after a request for breastfeeding
C _{Yes}	
No Skip to 34	
 Please specify below—either in days or hours—the guideline for the ma a request. 	aximum time that can elapse after
Number of days that can elapse after a request	
OR	
Number of <i>hours</i> that can elapse after a request	

34. What are the State guidelines about frequency of contact during the following time periods?

	No Guideli	nes 1 we	At eek 2 we	least 1 tim	2	ths Other	Specify Other
During pregnancy							
During 1st trimester							
During 2nd trimester							
During 3rd trimester						C	
During last month of pregnancy							
After delivery							
Week 1 (after hospital stay)							
Weeks 2-4							
Months 2-4							
Months 4-6							
After 6 months							

Maximum Length of Time

Answer if guidance is provided about maximum length of time that WIC participants may receive peer counseling.

35.	Please indicate your State's guidelines about the maximum number of months after delivery that a WIC participant may receive Loving Support peer counseling. Enter number of months
Se	ttings
Ans	wer if guidance is provided about settings where peer counseling services are provided to clients.
36.	Please indicate the settings for which the State has guidelines regarding peer counselors' in-person contact with WIC participants. (Check all that apply)
	In the hospital
	In WIC participants' homes
	In local WIC offices during office hours
	In local WIC office after hours
	Other (Specify:)
37.	Do your guidelines prohibit in-person contact between WIC participants and peer counselors in the any of the settings listed below? (Check all that apply)
	In the hospital
	In WIC participants' homes
	In local WIC office after hours
part	Our guidelines <i>do not</i> prohibit contact between WIC participants and peer counselors in any of the WIC ticipants in any of these settings
	Other (Specify:)

38.	Do your guidelines address liability issues related to in-person contact between WIC participants and peer counselors in the any of the settings listed below? (Check all that apply)
	In the hospital
	In WIC participants' homes
	In local WIC offices during office hours
	In local WIC office after hours
	Our guidelines <i>do not</i> address liability issues in any of these settings Other (Specify:)
Тур	pe of Contact
	wer if guidance is provided about the types of contact (i.e., in-person, telephone) that peer counselors with WIC participants.
39.	Does the State recommend or require that at least some of the contact between peer counselors and WIC participants be in-person?
	Yes
	No
Ac	cessibility
Ansı	wer if guidance is provided about accessibility of peer counselors to clients outside WIC clinic hours.
40.	What are the State's guidelines about accessibility of <i>Loving Support</i> peer counselors outside of WIC program hours?
Must	a peer counselor be available by telephone for specific periods of time?
	Yes
	No
Must	a peer counselor be available in person for some periods of time?
	Yes
	No No

Ask Questions 40a-40e if a peer counselor must be available by <u>telephone</u> for specific periods of time.

40a.	What kind of equipment does the State recommend or require that local agencies provide to make WIC peer counselors accessible to WIC participants? (Check all that apply)
	Cell phones
	Answering machines
	Beepers
	No equipment
	Other (Specify:)
40b.	What time periods does the State recommend or require that peer counselors be available by phone for their own clients (if they are assigned a caseload) at least some of the time? (Check all that apply)
	Evenings
	Weekends
	Holidays
	The programs in our state do not operate this way.
	Other (Specify:)
40c.	Do the recommendations or requirements for peer counselor availability by phone depend on the status of the WIC participant (i.e., if she is pregnant, just after delivery, etc.)?
	Yes
	No
	40c1. If yes, which types of clients are high priority (i.e., if she is pregnant, just after delivery, etc.)?
40d.	Does your state have guidelines on time periods that at least one peer counselor must be available to WIC clients, whether or not these clients are in that counselor's caseload?
	Yes No Skip to 40f
	110 Only to 101

40e.	Does your State recommend or require that at least one peer counselor be available by phone to all WIC clients, or only some types of WIC clients (e.g., when pregnant, just after delivery, etc.)?
	III WIC clients Skip to 40f
	Only some WIC clients
	40e1. If only some WIC clients, please indicate which ones are high priority (e.g., when pregnant, just after delivery, etc.)?
Ask C	Questions 40f-40h if a peer counselor must be available <u>in person</u> for some periods of time.
40f. \	What time periods does your State recommend or require that peer counselors be available in person for their own clients at least some of the time?
(Check	all that apply)
	Not applicable. Peer counselors in this State do not have specific caseloads.
	Evenings
	Veekends
	Holidays
	Other (Specify:)
40g.	Does your State recommend or require a peer counselor to be available in person to all of their own clients or only some clients, depending upon their status (e.g., when pregnant, just after delivery)?
	all of their caseload
	Only some of their caseload
	40g1. If only some of their caseloads, please indicate the priority groups (e.g., when pregnant, just after delivery)?
40h.	Does your State have guidelines about when a peer counselor must be available in person at least some time periods for WIC participants not on their caseload?
	res Io

40h1. If yes, which of the follo to be available in perso caseload?	wing time period on (for at least so	s do your State's guideline me time periods) for WIC	es requir participa	e peer conts	ounselors on their
Evenings Weekends Holidays Other (Specify:)					
Caseload					
Answer if guidance is provided about c 41. Please indicate the State's caselog			ounselor.		
	No guidelines	Maximum caseload	Are t	hese gui for	delines
			Full- time	Part- time	DK
Pregnant women					
Breastfeeding women					
Exclusive					
Partial					
All pregnant and breastfeeding women					
41a. If one or more maximum caseloa the average number of hours per	ds were based or week upon whic	n part-time hours for peer o h you based these caseloa	counseld ads.	ors, pleas	se indicate

Wages, Benefits and Career Paths

Answer if guidance is provided about wages or benefits and career paths for peer counselors.

42.	Does your State require that all peer counselors be paid?
	Yes
	No Skip to 45
43.	Does your State set a minimum amount that peer counselors must be paid?
	Yes
	No Skip to 45
44.	Is the minimum amount that peer counselors must be paid equivalent to WIC-entry level wages?
	Yes Skip to 45
	No
	44a. If no, what is the minimum amount that peer counselors must be paid?
45.	Does your State have any guidelines about non-wage compensation (e.g., travel reimbursement, paid leave) for peer counselors?
	Yes
	No Skip to 47
46.	Please indicate below the non-wage compensation about which your State has guidelines. (Check all that apply)
	Paid leave (e.g., sick, holiday, vacation)
	Health insurance benefits
	Other benefits (e.g., life insurance, disability insurance)
	Compensation for job-related expenses (e.g., mileage, telephone)
	Other types of compensation (Specify:)

47.	Does the State have guidelines about career paths for peer counselors?
	Yes
	No
Tra	nining and Support
	wer if guidance is provided about nature and amount of initial and ongoing training and support that peer nselors receive.
48.	Does the State have guidelines about the minimum types and levels of initial training that peer counselors must receive?
	Yes
	No Skip to 50
49.	Does the State's minimum training guidelines exceed the Loving Support peer counseling model guidelines? (To view these guidelines, click here and read item V of the "Ten components of the FNS model for the Loving Support peer counseling program" table)
	Yes
	No
	Don't Know
50.	Does the State have guidelines about the amount of in-service training that peer counselors must receive?
	Yes
	No
51.	Does the State have guidelines about other types of ongoing supervision and support that peer counselors receive?
	Yes
	No

	52.	If yes, please specify the areas in which there are State guidelines about support to peer counselors. (Check all that apply)
		Access to breastfeeding consultants and other experts
		Regular contact with local peer counseling supervisor
		Participation in WIC agency or clinic staff meetings
		Opportunities to meet regularly with other peer counselors
Su	pervis	sion and Job Monitoring
Ans	wer if gu	idance is provided about supervision and job monitoring of peer counselors.
53.		indicate in which of the following areas the State provides guidance to local WIC programs.
	Frequen	cy of contact with Loving Support peer counselor coordinator/supervisor
	Review	of client contact logs/activity records by coordinator/supervisor
	Routine	spot checks by coordinator/supervisor
	Attendar	nce of Loving Support peer counselors in supervisory meetings and/or WIC staff meetings
	Observa	ation of Loving Support peer counseling activities by coordinator/supervisor
	Formal p	performance evaluation/review of Loving Support peer counselors
	Submiss	sion of monthly work activity reports by peer counselors
	Monitori	ng client participation and retention rates for individual peer counselors
	Review	of peer counselors' time sheets, travel vouchers, phone logs, paperwork
	Other (S	Specify:)
Со	mmur	nity Partnerships
		idance is provided about community partnerships related to the Loving Support peer counseling tocal agencies must establish.
54.		e State provide guidance about the types of agencies that should participate in community erships?
	Yes	
	No	

	55.	If yes, in the State guidance, what types of organizations should participate in community partnerships? (Check all that apply)
		Hospitals
		Clinics
		Schools
		Community agencies
		Other government agencies
		Other (Specify:)
Pe	er Cou	inselors Documentation of Interactions with WIC Participants
		dance is provided about peer counselors' job activities (e.g., duties related to staff training, als, service documentation and program administrative tasks).
56.	counse	the State's guidance about the type of information peer counselors record/document about peer cling activities?
	Location	of contact
	Method o	of contact (e.g., home visit, phone)
	Topics/is	sues discussed with client
	Referrals	s made
	Status of	breastfeeding (e.g., initiation, exclusivity)
	Unsucce	ssful contacts
	Materials	s sent to participants
	Demogra	aphic data about participant and her baby
	Other (S	pecify:)

Module 6: State Data Collection about the *Loving* Support Peer Counseling Program

Information on Primary Respondent Completing Module 6

	Name	Title						
used to collect it, a understand informa	The next section addresses information on breastfeeding collected at the State level, the method used to collect it, and the schedule for data collection. Some of the questions are designed to understand information on breastfeeding in general, not just about the Loving Support peer counseling program.							
57. How does the St	ate define each of the following:							
57a. Ever breast	fed (breastfeeding initiation)							
Breastfed or fed	breast milk to infant at least once.							
Don't Know								
Other definition (Specify)							
57b. Breastfeedi	ng duration							
Number of weeks	s an infant is at least partially breastfee	eding						
Number of month	ns an infant is at least partially breastfe	eeding						
Don't Know								
Other definition (Specify)							
57c. Breastfeedi	ng exclusivity							
No solids, water,	or other liquids besides breastmilk							
Receives exclusi	ve breastfeeding package							
Don't Know								
Other definition (Specify)							

58.	Please specify which of the following indicators are collected by the State for either all WIC participants or for <i>Loving Support</i> peer counseling participants. (Check all that apply)
	Breastfeeding at hospital discharge
	Ever breastfed
	Breastfeeding duration
	Breastfeeding exclusivity
	None of the Above
	wers to Question 58 determine which of Questions 59-64 should be answered. If None of the ve, skip to Question 65.
	following questions pertain to information your state collects on breastfeeding initiation. wer this section if "Breastfeeding at hospital discharge" was checked for Question 58.
59.	About which populations are breastfeeding initiation data collected?
	All WIC participants
	Loving Support peer counseling participants only Skip to 59b
	59a. Can a separate rate for Loving Support peer counseling participants be calculated?
	C Yes
	□ _{No}
59b.	How are data on breastfeeding <i>initiation</i> (i.e., "at hospital discharge" and/or "ever breastfed") collected? (Select all that apply)
	Entered by local WIC agencies into centralized data base
requ	Periodic paper or electronic reports produced by local WIC agencies and sent to State office as part of program irrements
	Survey sent from State to local WIC agenices for completion.
	Other (Specify:)

59c.	How are data on breastfeeding <i>initiation</i> available at the State level? (Select all that apply)
	Stored in an electronic spreadsheet or data base (e.g., Excel, ACCESS or other data base)
	Available in electronic document formats
	Available in paper only
	Not all data are in one format
	Other (Specify:)
59d.	How often are data on breastfeeding <i>initiation</i> collected? (Select one)
	On an ongoing basis
	More than once a year
	Annually
	Less often than annually
	Other (Specify:)
59e.	On a scale of 1 to 5, 1 being the least accurate, please tell us a number that reflects how accurate you think the data for breastfeeding <i>initiation</i> is.
Lea	st Accurate Most Accurate
	following questions pertain to information on breastfeeding duration. Answer this section if eastfeeding duration" was checked for Question 58.
60.	Do you measure breastfeeding duration in weeks or months?
	Measured in weeks
	Measured in months
	Other (Specify:)
61.	About which populations are breastfeeding duration data collected?
	All WIC participants
	Loving Support peer counseling participants only Skip to 61b

61a. Can a separate rate for <i>Loving Support</i> peer counseling participants be calculated?	
C _{Yes}	
No	
INO .	
61b. How are data on breastfeeding duration collected? (Select all that apply)	
Entered by local WIC agencies into centralized data base	
Periodic paper or electronic reports produced by local WIC agencies and sent to State office as part of progra requirements	ìΥ
Survey sent from State to local WIC agenices for completion.	
Other (Specify:)	
61c. How are data on breastfeeding duration available at the State level? (Select all that apply)	
Stored in an electronic spreadsheet or data base (e.g., Excel, ACCESS or other data base)	
Available in electronic document formats	
Available in paper only	
Not all data are in one format	
Other (Specify:)	
61d. How often are data on breastfeeding duration collected? (Select one)	
On an ongoing basis	
More than once a year	
Annually	
Less often than annually	
Other (Specify:)	
61e. On a scale of 1 to 5, 1 being the least accurate, please tell us a number that reflects how accurate you think the data for breastfeeding <i>duration</i> is.	J
Least Accurate Most Accurate	
1 2 3 4 5	

The following questions pertain to information your State collects on breastfeeding exclusivity. Answer this section if "breastfeeding exclusivity" was checked for Question 58.

62.	Do you collect breas	tfeeding exclusivity data by the age of the infant?
	Yes	
	No	Skip to 63
	Don't Know	Skip to 63
	62a. If yes, at w	rhat age(s) do you measure exclusivity? months)
63.	About which populat	ions are data on breastfeeding exclusivity collected?
	All WIC participants	
	Loving Support peer	counseling participants only Skip to 63b
	63a. Can a sepa	rate rate for Loving Support peer counseling participants be calculated?
	Yes	
	C _{No}	
63b.	How are data on bro	eastfeeding exclusivity collected?
	Entered by local WIC	agencies into centralized data base
requ	Periodic paper or elecuirements	ctronic reports produced by local WIC agencies and sent to State office as part of program
	Survey sent from State	te to local WIC agenices for completion.
	Other (Specify:)	
63c.	How are data on bro	eastfeeding exclusivity available at the State level?
	Stored in an electroni	c spreadsheet or data base (e.g., Excel, ACCESS or other data base)
	Available in electronic	document formats
	Available in paper on	у
	Not all data are in one	e format
	Other (Specify:)	

63d.	How often are data on breastfeeding exclusivity collected? (Select one)
	On an ongoing basis
	More than once a year
	Annually
	Less often than annually
	Other (Specify:)
63e.	On a scale of 1 to 5, 1 being the least accurate, please tell us a number that reflects how accurate you think the data for breastfeeding <i>exclusivity</i> is.
Lea	st Accurate Most Accurate
	1 2 3 4 5] C C C
	wer if Question 58 was not "None of the Above." How are these indicators (ie., data on breastfeeding initiation, duration and/or exclusivity) used?
	(Check all that apply. Not all indicators may be used for all purposes.)
	Needs assessment
	Federal reporting
	Monitoring Loving Support peer counseling program
	Evaluating Loving Support peer counseling program
	Monitoring other breastfeeding promotion initiatives
	Evaluating other breastfeeding promotion initiatives
	Other (Specify)

Loving Support Peer Counseling Program Data

05.	(Check all that apply)	inseling program does the State Conect:
	Overall number of WIC participants in Loving Support peer co	punseling
	Number of pregnant WIC participants receiving Loving Suppo	ort peer counseling
	Number of postpartum WIC participants receiving Loving Sup	port peer counseling
	Number of Loving Suport peer counseling contracts	
	Type of prenatal Loving Support peer counseling received by	individual participants
	Frequency of prenatal Loving Support peer counseling receiv	ed by individual participants
	Type of Loving Support peer counseling received by individua	al participants after delivery
	Frequency of Loving Support peer counseling received by inc	dividual participants after delivery
	Number of weeks or months over which postpartum Loving S received by individual participants	upport peer counseling services are
	Demographic information about Loving Support peer counsel	ling participants (e.g., race, age, region)
	Feedback from WIC participants about the effects of Loving S	
	Caseload, hours worked, breastfeeding rates, or other dispos	
	Other	
		Please specify:
	Other Response 1	
	Other Response 2	
	Other Response 3	
	None of the above .	
If "N	None of the above" Module 6 is completed. Go to next module.	

66.	How are these data used? (Check all that apply)
	Needs assessment
	Federal reporting
	Monitoring Loving Support peer counseling program
	Evaluating Loving Support peer counseling program
	Don't Know
	Other (Specify:)
67.	Are the program data that you indicated the State collects gathered through one method or by more than one method?
	One method
	More than one method
Ans	swer Questions 68 and 69 if Question 67 = "One method."
68.	How are these data collected? (Check all that apply)
	Entered by local WIC agencies into centralized data base
req	Periodic paper or electronic reports produced by local WIC agencies and sent to State office as part of program uirements
	Survey sent from State to local WIC agencies for completion
	Other (Specify:)
69.	How often are these data collected?
	On an ongoing basis
	More than once a year
	Annually
	Less often than annually
	Don't Know

Answer Questions 70-72 if Question 67 = "More than one method."

70. How are these data collected? (Check all that apply)

Entered by local WIC agencies into centralized data base	Periodic paper or electronic reports produced by local WIC agencies and sent to State office as part of program requirements	Survey sent from State to local WIC agencies for completion	Other	If Other, Specify:
	WIC agencies into centralized data	electronic reports produced by local WIC agencies Entered by local WIC agencies and sent to State office as part of centralized data electronic reports produced by local wIC agencies and sent to State office as part of program	electronic reports produced by local WIC agencies Entered by local and sent to State WIC agencies into office as part of centralized data program electronic reports Survey sent from State to local WIC agencies for	electronic reports produced by local WIC agencies Entered by local and sent to State Survey sent from WIC agencies into office as part of State to local WIC centralized data program agencies for

71. How are these data available at the State level?

	Stored in an electronic spreadsheet or database (e.g., Excel, Access or other database)	Available in electronic document formats	Available in paper only	Not all data are in one format	Don't Know
Overall number of WIC participants in <i>Loving</i> Support peer counseling					
Number of pregnant WIC participants receiving Loving Support peer counseling					
Number of postpartum WIC participants receiving <i>Loving Support</i> peer counseling					
Type of prenatal <i>Loving Support</i> peer counseling received by individual participants					
Frequency of prenatal <i>Loving Support</i> peer counseling received by individual participants					
Type of Loving Support peer counseling received by individual participants after delivery					
Frequency of <i>Loving Support</i> peer counseling received by individual participants after delivery					
Number of weeks or months over which postpartum <i>Loving Support</i> peer counseling services are received by individual participants					
Demographic information about Loving Support peer counseling participants (e.g., race, age)					
Feedback from WIC participants about the effects of <i>Loving Support</i> peer counseling					
Caseload, hours worked, number of contacts, breastfeeding rates, or other disposition information for individual peer counselors					
Other 1					
Other 2					
Other 3					

72. How often are these data collected? (Check all that apply)

	On an ongoing basis	More than once a year	Annually	Less often then annually	Don't Know
Overall number of WIC participants in Loving Support peer counseling					
Number of pregnant WIC participants receiving Loving Support peer counseling					
Number of postpartum WIC participants receiving Loving Support peer counseling					
Type of prenatal <i>Loving Support</i> peer counseling received by individual participants					
Frequency of prenatal <i>Loving Support</i> peer counseling received by individual participants					
Type of Loving Support peer counseling received by individual participants after delivery					
Frequency of Loving Support peer counseling received by individual participants after delivery					
Number of weeks or months over which postpartum <i>Loving Support</i> peer counseling services are received by individual participants					
Demographic information about Loving Support peer counseling participants (e.g., race, age)					
Feedback from WIC participants about the effects of Loving Support peer counseling					
Caseload, hours worked, number of contacts, breastfeeding rates, or other disposition information for individual peer counselors					
Other 1					
Other 2					
Other 3					

Conclusion

Review responses before completing this section

Thank you very much for responding to this survey. Before submitting your responses, we would like your State's WIC director to certify that this survey is complete by clicking the appropriate boxes below.

Enter Name:
I am the State WIC director.
I have been designated by the State WIC director to review the survey and determine the information is complete.
I have reviewed the following modules and certify that they are complete: (Clicking on a module name will bring you to that module)
Module 1: General Breastfeeding Promotion Programs
Module 2: State-Level Staff for Loving Support Peer Counseling and Other Breastfeeding Promotion Activities
Module 3: Training for Loving Support Peer Counseling
Module 4: State Distribution of Funds for Loving Support Peer Counseling
Module 5: State Written Guidance for Local Loving Support Peer Counseling Programs
Module 6: State Data Collection about the Loving Support Peer Counseling Program

By checking all 6 modules above you are certifying that this online survey is complete and ready to be processed.

Thank you for submitting responses for the State WIC Agency Survey.

We will be in contact with you if we have further questions. If you'd like to contact us, please do not hesitate to call 1-877-401-7323 or email WICPeerC@abtassoc.com.