

Premiere and Elite Award Worksheet Evaluation
 OMB Control Number: 0584-0591
 Expiration date: xx/xx/20xx

Attachment N Premiere and Elite Evaluation Worksheet

Phase II - State Agency Review

PartnerWeb.usda.gov

WIC LSA APPLICATIONS PARTNERWEB HOME PAGE FNIC **SA REVIEW** REGIONS SITE MANAGERS

WIC LSA Home
SA Review
 Regions
 Contacts
 People and Groups
 Site Contents

U.S. DEPARTMENT OF AGRICULTURE
WIC BREASTFEEDING SUPPORT
 LEARN TOGETHER. GROW TOGETHER.

Instructions for State Agency Evaluations

STEPS AND FUNCTIONS FOR STATE AGENCIES

Step 1: Open Gold Evaluation Instructions
[Open Gold Evaluation Instructions](#)
 This link will open the Gold evaluation instructions required to complete an evaluation worksheet for each application. Print the instructions to reference throughout the evaluation process.
[Sign Off and Make Recommendations](#)
 Under 'My Evaluations', you will see new listings as you answer the evaluations questions. Once you are finished evaluating, click the 'edit' icon to sign off and make your recommendations.

Step 2: Read Applications from Your State and Open Evaluation Worksheet
[Read Applications from Your State](#)
 To begin Step 2 locate the section "Applications and Evaluation Worksheets". Click the + next to your State to expand the view of all applications submitted within your State. The applications are located in the "name" column. Either click the local Agency name to open the .zip files or right click on the drop down menu icon, select "download a copy" from the menu, and save the application packet for easy access. The .zip file contains the completed application forms and all of the documentation submitted by the local agency. Return to State Agency Review window.
[Open Evaluation Worksheet](#)
 To score an application, you will need to open an evaluation worksheet. Go back to the "Applications and Evaluation Worksheets" section. To the far left, you will see a column named "edit". This is where the evaluation worksheets are located. Each application has its own evaluation worksheet. To open the evaluation worksheet for the application you are evaluating, click the "edit" icon to the left of the local agency name.

Step 3: Gold Premiere/Elite Evaluations
[Open Gold Premiere/Elite Instructions](#)
 You must complete the Gold award evaluation before starting the Premiere/Elite evaluation. The evaluation instructions required to complete an evaluation worksheet for each application. Print the evaluation process. If you need to reopen an application follow the instructions in step 2.
[Open Evaluation Worksheet](#)
 To score the Premiere/Elite application, you will need to go back to the evaluation worksheet. Evaluation Worksheets" section. To the far left, you will see a column named "edit". This is where Each application has its own evaluation worksheet. To open the evaluation worksheet for the application to the left of the local agency name.

WIC Breastfeeding Data Local Agency Report
[Performance Data](#)
 Local agency performance data is required for the Premiere and Elite awards. Use the data from the Premiere/Elite evaluation instructions.

ANNOUNCEMENTS
 OMB Disclosure 9/24/2020 3:17 PM
 by Terra Newman
 This information is being collected to assist the Food and Nutrition Service in implementing a program to recognize exemplary breastfeeding support practices at WIC local agencies and clinics. This is a voluntary collection and FNS will use the information...
 (More Announcements...)
 Add new announcement

APPLICATIONS AND EVALUATION WORKSHEETS					MY EVALUATIONS - CLICK "EDIT" TO SEE THE FULL DETAILS AND/OR CONTINUE EDITING												
Edit	Local Agency Name	State-Status	Assessed By	Type	Name	Edit	State	ID	State-Status	Local Agency Name	GScore	SA-Recommendation for Gold	gold-eligibility	pscore	SA-Recommendation-Premiere-Elite	pscore-PC	pscore
	State : (1)							412	Not Started		0	Not Started	Ineligible - GS core under 30	0	Not Started	0	

Add document

In accordance to Section 231 of the Healthy, Hunger-Free Kids Act of 2010 (HHFKA) (Public Law 111-296), this information is being collected to assist the Food and Nutrition Service in implementing a program to recognize exemplary breastfeeding support practices at WIC local agencies and clinics. This is a voluntary collection, but failure to provide the requested information in full will prevent applicants from being considered for recognition. FNS will use the information to improve the delivery and tailoring of WIC services and increase satisfaction of both staff and participants. This collection requests only minimal personally identifiable information (email address) which will not be used routinely to retrieve records under the Privacy Act of 1974. According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0584-0591. The time required to complete this information collection is estimated to average 1.2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: U.S. Department of Agriculture, Food and Nutrition Service,

Premiere and Elite Award Worksheet Evaluation

OMB Control Number: 0584-0591

Expiration date: xx/xx/20xx

Office of Policy Support, 1320 Braddock Place, 5th floor, Alexandria, VA 22314 ATTN: PRA (0584-0591). Do not return the completed form to this address.

Premiere and Elite Award Worksheet Evaluation

OMB Control Number: 0584-0591

Expiration date: xx/xx/20xx

Prescreen for Premiere-Elite

Prem-Q1 (PC)

Yes

No

-

Applicant Response for:

Do you have established guidelines for how many hours of observation/shadowing is required as part of peer counseling training/continuing education?

Prem-Q2 (PC)

Yes

No

-

Applicant Response for:

Do you have a WIC Designated Breastfeeding Expert or contract with an International Board of Lactation Consultant Examiners (IBCLC) to serve as a referral source for peer counselors and other staff?

Prem-Q3 (PC)

Yes

No

-

Applicant Response for:

Do you have a referral process in place between hospitals and the WIC Program to facilitate peer counselor follow-up for WIC mothers shortly after discharge?

Prem-Q4 (PC)

Yes

No

-

Applicant Response for:

Do you have a system that electronically documents and tracks peer counseling referrals and contacts?

Prem-Q5a (PC)

Yes

No

-

Applicant Response for:

Do you have policies and procedures for home visits as part of your peer counseling program?

Premiere and Elite Award Worksheet Evaluation
OMB Control Number: 0584-0591
Expiration date: xx/xx/20xx

Prescreen for Premiere-Elite

Prem-Q1 (PC)

Yes

No

-

Applicant Response for:

Do you have established guidelines for how many hours of observation/shadowing is required as part of peer counseling training/continuing education?

Prem-Q2 (PC)

Yes

No

-

Applicant Response for:

Do you have a WIC Designated Breastfeeding Expert or contract with an IBCLC to serve as a referral source for peer counselors and other staff?

Prem-Q3 (PC)

Yes

No

-

Applicant Response for:

Do you have a referral process in place between hospitals and the WIC Program to facilitate peer counselor follow-up for WIC mothers shortly after discharge?

Prem-Q4 (PC)

Yes

No

-

Applicant Response for:

Do you have a system that electronically documents and tracks peer counseling referrals and contacts?

Prem-Q5a (PC)

Yes

No

-

Applicant Response for:

Do you have policies and procedures for home visits as part of your peer counseling program?

Premiere and Elite Award Worksheet Evaluation

OMB Control Number: 0584-0591

Expiration date: xx/xx/20xx

Prem-Q5b (PC)

Yes

No

-

Does the documentation meet the requirements as listed in the instructions?

Prem-Q6a (PC)

Yes

No

-

Applicant Response for:

Do you have policies and procedures for hospital visits as part of your peer counseling program?

Prem-Q6b (PC)

Yes

No

-

Does the documentation meet the requirements as listed in the instructions?

Prem-Q7 (PC)

Yes

No

-

Applicant Response for:

Do you have a recognition program in place to acknowledge peer counselor accomplishments?

Prem-Q8 (PC)

Yes

No

-

Applicant Response for:

Do you include career path structure for upward mobility of peer counselors?

Premiere and Elite Award Worksheet Evaluation

OMB Control Number: 0584-0591

Expiration date: xx/xx/20xx

Prem-Q9a (PC)

Yes

No

-

Applicant Response for:

Do you have policies and procedures for peer counselors to communicate via social media technologies, e.g., Facebook, text messaging, Twitter, Skype or PalTalk?

Prem-Q9b (PC)

Yes

No

-

Does the documentation meet the requirements as listed in the instructions?

Prem-Q10a (P)

Yes

No

-

Applicant Response for:

Does the partnership have a written agreement or a Memorandum of Understanding?

Prem-Q10b (P)

Yes

No

-

Does the documentation meet the requirements as listed in the instructions?

Prem-Q11a (P)

Yes

No

-

Applicant Response for:

Have new policies or procedures been developed because of the partnership?

Premiere and Elite Award Worksheet Evaluation
OMB Control Number: 0584-0591
Expiration date: xx/xx/20xx

Premiere and Elite Award Worksheet Evaluation

OMB Control Number: 0584-0591

Expiration date: xx/xx/20xx

Prem-Q11b (P)

Yes

No

-

Does the documentation meet the requirements as listed in the instructions?

Prem-Q12 (P)

Yes

No

-

Applicant Response for:

Does the partnership have a plan for sustainability?

Prem-Q13 (P)

Yes

No

-

Applicant Response for:

Do you partner with stakeholders such as the American Hospital Association to support the Baby-Friendly Hospital Initiative in your community?

Prem-Q14a (OC)

Yes

No

-

Applicant Response for:

Do you have a supportive clinic environment that implements breastfeeding-friendly workplace policies for WIC staff?

Prem-Q14b (OC)

Yes

No

-

Does the documentation meet the requirements as listed in the instructions?

Prem-Q15 (OC)

Yes

No

Premiere and Elite Award Worksheet Evaluation

OMB Control Number: 0584-0591

Expiration date: xx/xx/20xx

Prem-Q15 (OC)

Yes

No

-

Do you ensure that peer counselors are solely dedicated to peer counselor support for breastfeeding, or, if you allow peer counselors to work in dual-role positions, do you ensure that those positions do not compromise the intent and purpose of the BFPC program?

Prem-Q16a (OC)

Yes

No

-

Applicant Response for:

Do you provide around the clock assistance to assist mothers working through their breastfeeding problems?

Prem-Q16b (OC)

Yes

No

-

Does the documentation meet the requirements as listed in the instructions?

Performance Data - Previous Year

% Exclusively Breastfed Infants

Performance Data-Current Year

% Exclusively Breastfed Infants

Premiere and Elite Award Worksheet Evaluation

OMB Control Number: 0584-0591

Expiration date: xx/xx/20xx

RO Status

Not Started

Not Finished

Finished

RO Award

Not Started

No Recommendation

Awarded Gold

Awarded Gold Premiere

Recommend Gold Elite

RO-Evaluator

This is the region assigned to evaluate this application and make or recommend a specific award.

HQ-Status of Elite Recommendations

Not Applicable

Not Recommended

In Review

Criteria Not Met

Awarded Gold Elite

HQ Internal Use Only

Name *

Version:

Created at by

Last modified at by

SAVE

CANCEL