Jim Doyle
Governor

Helene Nelson
Secretary

State of Wisconsin

Department of Health and Family Services

DIVISION OF PUBLIC HEALTH

1 WEST WILSON STREET
P O BOX 2659
MADISON WI 53701-2659

608-266-1251
FAX: 608-267-2832
www.dhfs.state.wi.us

MEMORANDUM OF UNDERSTANDING

Between the *Bureau of Family and Community Health* -- representing the Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) and the *Bureau of Environmental Health* -- representing the Wisconsin Childhood Lead Poisoning Prevention Program (WCLPPP), within the *Division of Public Health.* This agreement is entered into pursuant to the authority of 7 CFR 246.26 (d) of the Federal Regulations, USDA Food and Nutrition Service Instruction 800-1, USDA WIC Final Policy Memorandum #2001-01, and s. 254.13, 146.82(1), and 146.82(2) of the Wisconsin Statutes.

GOAL

The goal of this memorandum of understanding (MOU) is to improve delivery of blood lead testing, access to lead hazard reduction programs, and access to WIC services among at-risk children. The WIC and WCLPP programs at the state and local level will partner to meet this goal.

This MOU allows for:
1) Data sharing of blood lead testing data and WIC eligibility data.
2) Definition of the roles of state agencies, local health departments, and local WIC project staff in referral, screening and follow-up.
3) Standardization of delivery of age-appropriate blood lead testing services to children enrolled in WIC.

DATA COLLECTION AND SHARING

- WCLPPP data manager and data analyst will have access to identifying data from WIC for matching and de-identifying purposes. These matched records will be used by WCLPPP staff only for the development of aggregate statistics, program evaluation purposes, and to enhance age-appropriate blood lead testing among at-risk children. The State WIC Director and WCLPPP Program Coordinator will review and approve final drafts of reports and articles for publication or dissemination (to assure accuracy of WIC and WCLPPP information, confidentiality, etc.).
- State WCLPPP and WIC Program staff will link the state data for WCLPPP and WIC to:
  1. Determine the blood lead testing history of children enrolled in WIC.
  2. Calculate screening penetration rates at the state and local levels.
  3. Support research to improve services to at-risk children.
- WCLPPP data manager or data analyst will provide linked identifying data quarterly to the WIC ADP provider to apply to the Wisconsin WIC WEB Look-up for timely, non-duplicated provision of age-appropriate blood lead testing.
- Access by local health department staff to the Wisconsin WIC WEB Look-up lead tables can be requested through the local WIC Project Director.
- The WIC Program will include data collection fields related to blood lead tests. WIC Projects will enable the fields as directed. These fields will allow the ability to:
  1. Flag the records of children in need of blood lead tests.
  2. Identify blood tests drawn at WIC.
  3. Monitor project blood lead testing rates.

FUNDING OF BLOOD LEAD TESTING SERVICES

- Funds provided by WCLPPP to local WIC agencies will be used to screen and provide blood lead tests to children who are underinsured or uninsured.
- WIC agencies are encouraged to establish agreements with third party payers (e.g., Medicaid) to be reimbursed for drawing and submitting blood tests for children enrolled in their organizations and seen at the WIC project.
- WIC agencies accepting funds from WCLPPP for blood lead testing will sign an annual work plan that identifies amount of funding, number of tests to be obtained, and activities to be done by the WIC project staff. WCLPPP staff and state WIC staff will monitor project performance.

SCREENING, REFERRAL, FOLLOW-UP

- Local WIC Projects accepting funds from WCLPPP will screen, test, and provide information on childhood lead poisoning and prevention to enrolled children according to the signed work plan. WCLPPP is responsible for assuring follow-up to children with blood lead levels >10μg/dL and their families. If appropriate, WIC Projects and health departments receiving childhood lead poisoning prevention grants will jointly determine screening, referral, follow-up, and reimbursement procedures.
- WIC applicants/participants will be informed of the potential for disclosure of pertinent identifying information to the State Laboratory of Hygiene, WCLPPP, and local health department CLPPP staff prior to blood lead testing.
- When providing follow-up services to lead poisoned children, local CLPPP staff may obtain additional WIC participant information (e.g. , address, hemoglobin, parent name) from the WIC Project if they request the information by client name. The logistics of pulling the paper files and/or retrieving computer files, and obtaining the requested information is to be determined locally.
- Local WIC Project or health department CLPPP staff will not, without the informed written consent of the WIC participant, re-disclose identifying information to other providers, programs, or agencies except to the extent that the additional disclosure is for the purpose of accomplishing and documenting lead screening and follow-up services. Any other disclosures require the participant's written consent.
- LHD staff will refer eligible clients seen by the health department to WIC.

TRAINING

Upon request of the WIC Project, training on blood lead testing technique and education of parents will be arranged by WCLPPP.

DURATION OF AGREEMENT

This agreement may be terminated at any time by order of the Administrator of the Division of Public Health. Either party may terminate this agreement at any time by providing written notice to the other party. The agreement may be amended in writing at any time by mutual agreement of the parties. This agreement remains in effect until terminated or amended in accordance with this provision.

Millie Jones

Millie Jones, Director
Bureau of Family and Community Health
(Representing the WIC Program)
Date June 6, 2003

Tom Sieger

Tom Sieger, Director
Bureau of Environmental Health
(Representing WCLPPP)
Date 5/6/03