

WIC STAFF TRAINING PLAN AND RECORD

AGENCY: _____

EMPLOYEE NAME: _____

ITCA Knowledge Modules				
Unit	Target Completion Date	Date Completed	Date(s) Retaken (if needed)	Score
1: What is WIC				
2: Rapport Building				
3: Collecting Cert Data				
4: Anthropometrics				
5: Hemoglobin Testing				
6: Nutrition Risks Factors				
7: Referrals				
8: Food Package				
9: Participant Education				
10: Checks / Food Delivery				
11: Civil Rights				
12: Cultural Competency				
ITCA COMPETENCY OBSERVATION				
Target Date	Date Observed	Areas Excelled	Areas Needing Improvement	

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CAC DIETARY EDUCATION PROGRAM (DEP COURSES)				
DEP Course (must be completed within 2 yrs of hire optional courses only taken after others complete)	Target Completion Date	Date Completed	Date(s) Retaken (if needed)	Grade
NTR 104: Basic Nutrition (complete in 6mos)				
NTR 141d: Nutrition Lab				
NTR 123: Nut. Through the Life Cycle				
NTR 127: Breastfeeding & Human Lactation				
NTR 272: Certified Breastfeeding Counselor				
NTR 134: Healthy Weight for Kids				
NTR 232a: Food and Culture				
NTR 191: Basic Nutrition Counseling Skills				
NTR 130: Diabetes Prevention (optional)				
NTR 135: Healthy Weight -Adults (optional)				
NTR 136: Mgmt of Gestational Diabetes (opt)				
ITCA TRAININGS AND MEETINGS				
Target Date(s)	Date(s) Attended	# Hours	Topic(s)	

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ADDITIONAL TRAINING			
Target Date(s)	Date(s) Attended	# Hours	Topic(s)