



# CASCADES 3.9 TRAINING MATERIALS

Washington WIC Program



# Cascades 3.9

- We'll implement **Monday, September 19<sup>th</sup>**
- We'll update the Sandbox and Production at the same time
- A few notes about this PowerPoint training:
  - The training is self-guided without narration
  - The training will take about 30 minutes to review
  - We provided a separate Notes handout
  - Please review the changes that relate to your role in the clinic





# Topics

- [Confirm Gender & Date of Birth](#)
- [Correct Certification Ends Date](#)
- [Infant Mid-Certification Assessment Questions](#)
- [2022 Nutrition Risk Revisions](#)





# Confirm Gender & Date of Birth

Confirm Gender and Date of Birth for new participants and those who transfer in from another state



Currently, once clinic staff certify a new participant or transfer in a participant from another state:

- State and clinic staff can't change the gender or date of birth
- Clinic staff have to create a duplicate record to correct errors
- Cascades Support has to link the duplicate records



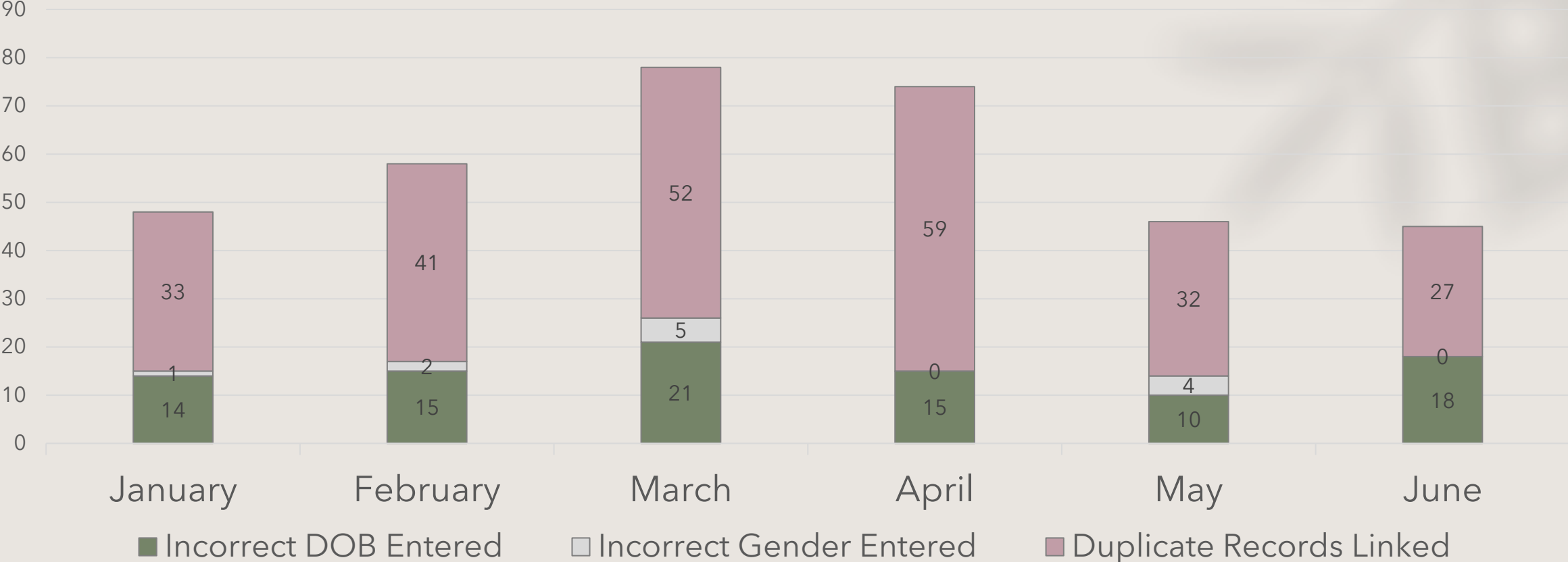
See the next slide for recent Cascades Support data about

- Wrong date of birth entered
- Wrong gender entered
- Requests to link duplicate records




# Cascades Support Call Data


## January - June 2022



# Confirm Gender & Date of Birth

We added new fields to **confirm** Gender and Date of Birth for new participants and those who transfer in from another state.


**DATEOFBIRTHANDGENDER Family**   
Family ID: F16300005558  
123 MAIN ST.  
OLYMPIA, WA 98501

 CHILD

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**General Information**

**Identity Information**

<b>Last Name</b> ★ DATEOFBIRTHANDGENDER	<b>First Name</b> ★ CHILD	<b>M.I.</b> <input type="checkbox"/>
<b>Nickname</b> <input type="text"/>	<b>Suffix</b> <input type="text"/>	<b>Gender</b> <input checked="" type="radio"/> Male <input type="radio"/> Female
<b>Proof of Identification</b> ★ <input type="text"/>	<b>Date of Birth</b> ★ 4/20/2021 	<b>Confirm Gender</b> ★ <input type="text"/>
<b>WIC Category</b> Child	<b>Age</b> 1 year and 3 months	<b>Confirm Date of Birth</b> <b>Month</b> ★ <input type="text"/> <b>Day</b> ★ <input type="text"/> <b>Year</b> ★ <input type="text"/>

# Confirm Gender & Date of Birth

Staff **won't** have to confirm these items when quickly adding a participant to the family on the **Family Demographics** screen as part of the **application process**.

**Add Participant**

Last Name ★  First Name ★  M.I.  Suffix  Date of Birth ★

Proof of Identification  Category ★

**Participant List** Total Items: 1

Last Name	First Name	M.I.	Suffix	Date of Birth	Category	Gender	Foster Care Entry Date
DATEOFBIRTHANDGENDER	CHILD			4/20/2021	C	Male	



# Confirm Gender & Date of Birth


Cascades 3.9 will require staff to confirm Gender and Date of Birth on the **Participant Demographics** screen when entering Proof of Identification, Race & Ethnicity, and Physical presence as part of the **certification process**.

The screenshot displays the 'General Information' form with the following sections and fields:

- Identity Information:**
  - Last Name ★: DATEOFBIRTHANDGENDER
  - First Name ★: CHILD
  - M.I.:
  - Nickname:
  - Suffix:
  - Gender:  Male  Female
  - Confirm Gender ★:
  - Proof of Identification ★:
  - Date of Birth ★: 4/20/2021
  - Confirm Date of Birth: Month ★ , Day ★ , Year ★
  - WIC Category: Child
  - Age: 1 year and 3 months
- Race/Ethnicity:**
  - Declared  Observed
  - Ethnicity ★:
  - Race ★:
    - American Indian or Alaskan Native
    - Asian
    - Black or African American
    - White
    - Native Hawaiian or Pacific Islander
- Physical Presence:**
  - Physical Presence:  Yes  No
  - Physical Presence Exception Reason:
  - Special Needs:
- Foster Child:**
  - Foster Child:  Yes  No
  - Foster Care Entry Date:
  - OR  Date Unknown
  - Proof of Foster Care:

# Confirm Gender

- Cascades will require staff to confirm Gender for infants and children.
- Staff don't have to confirm Gender for adults.
  - Gender defaults to female for all adult participants

**DATEOFBIRTHANDGENDER Family**   CHILD

Family ID: F16300005558  
123 MAIN ST.  
OLYMPIA, WA 98501

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**General Information**

**Identity Information**

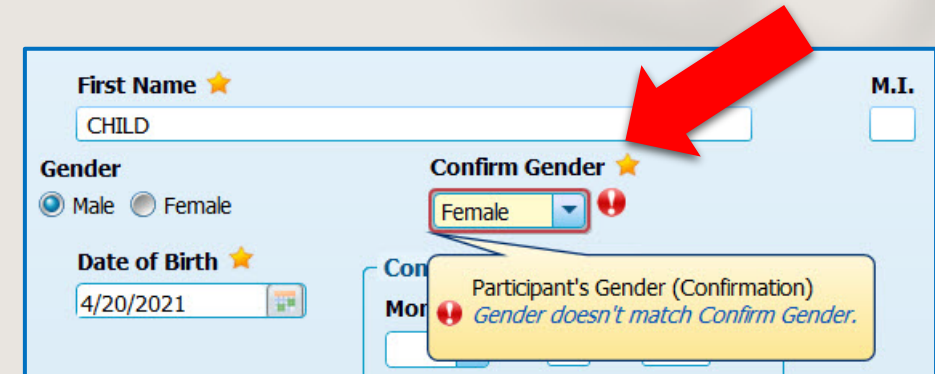
<b>Last Name</b> ★	<input type="text" value="DATEOFBIRTHANDGENDER"/>	<b>First Name</b> ★	<input type="text" value="CHILD"/>	<b>M.I.</b>	<input type="text"/>
<b>Nickname</b>	<input type="text"/>	<b>Suffix</b>	<input type="text"/>		
<b>Proof of Identification</b> ★	<input type="text"/>	<b>Gender</b>	<input checked="" type="radio"/> Male <input type="radio"/> Female	<b>Confirm Gender</b> ★	<input type="text"/>
		<b>Date of Birth</b> ★	<input type="text" value="4/20/2021"/>	<b>Confirm Date of Birth</b>	
				<b>Month</b> ★	<b>Day</b> ★ <b>Year</b> ★
				<input type="text"/>	<input type="text"/> <input type="text"/>

**WIC Category**  
Child

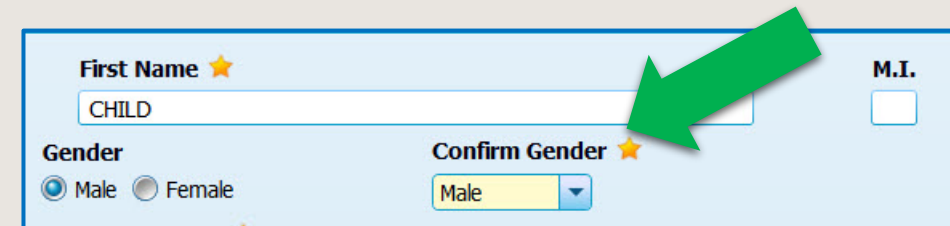
**Age**  
1 year and 3 months

# Confirm Gender

- An error message appears when an infant's or child's **"Gender"** and **"Confirm Gender"** fields don't match
- Adjust the incorrect selection
  - Correct either the "Gender" or "Confirm Gender" selection
  - In this example the "Confirm Gender" field was corrected



A screenshot of a form with the following fields: "First Name" (value: CHILD), "M.I." (empty), "Gender" (radio buttons for Male and Female, with Male selected), and "Date of Birth" (value: 4/20/2021). The "Confirm Gender" field is a dropdown menu currently set to "Female" and has a red error icon next to it. A red arrow points to the "Confirm Gender" dropdown. A yellow error message box is displayed below the dropdown, containing the text: "Participant's Gender (Confirmation) Gender doesn't match Confirm Gender."



A screenshot of the same form as above, but the "Confirm Gender" dropdown menu is now set to "Male". A green arrow points to the "Confirm Gender" dropdown, indicating the correction.

# Confirm Date of Birth

- Cascades will require staff to confirm Date of Birth for all participants (adults, infants & children) when staff:
  - Complete an initial certification in Cascades
  - Transfer In the participant from another state

**DATEOFBIRTHANDGENDER Family**  
Family ID: F16300005558  
123 MAIN ST.  
OLYMPIA, WA 98501

ADULT CHILD

### General Information

#### Identity Information

**Last Name** ★ DATEOFBIRTHANDGENDER **First Name** ★ ADULT **M.I.**

**Nickname** **Suffix** **Maiden Name**

**Proof of Identification** ★ COVID-19 **Date of Birth** ★ 6/11/2000 **Confirm Date of Birth**

**Month** ★ **Day** ★ **Year** ★

**Age** 22 years and 1 month **WIC Category** ★ Pregnant woman

# Confirm Date of Birth

- You'll see an error message when any field (Month, Day, or Year) of the participant's **"Date of Birth"** and **"Confirm Date of Birth"** doesn't match
- Adjust the incorrect selection
  - Correct either the "Date of Birth" or "Confirm Date of Birth" selection
  - In this example the Date of Birth field was corrected



A screenshot of a web form with a light blue background. The form contains several fields: "First Name" (starred) with "ADULT" entered, "M.I." (Middle Initial) with an empty box, "Suffix" (dropdown), "Maiden Name" (text), "Date of Birth" (starred) with "6/11/2000" and a calendar icon, "WIC Category" (dropdown) with "Pregnant woman" selected, and "Race/Ethnicity" (starred) with radio buttons for "Declared" and "Confirmed", and checkboxes for "American Indian", "Asian", "Black or African American", and "White". A "Confirm Date of Birth" section has "Month" (dropdown with "May" selected), "Day" (input with "11"), and "Year" (input with "2000"). A yellow error message box is overlaid on the "Confirm Date of Birth" section, containing a red exclamation mark icon and the text: "Date of Birth (Month) The Date of Birth 'month' does not match the Confirm Date of Birth 'month'". A large red arrow points from the left towards the "Date of Birth" field.



A screenshot of the same web form as above, but with the "Date of Birth" field now containing "5/11/2000". The "Confirm Date of Birth" section remains the same with "May", "11", and "2000". The error message box is no longer present. A large green arrow points from the left towards the "Date of Birth" field.

# Confirm Gender & Date of Birth - Transfer In

## When Transferring Into State

- The Gender and Date of Birth confirmations occur on the **Transfer Into State** screen
- Check the Participant Demographics screen and the Transfer Into State screen and **correct the information where needed** then complete the Transfer In

The screenshot displays the 'TRANSFERINTOSTATE Family' interface. At the top, it shows the family ID 'F16300005559' and address '123 MAIN ST, OLYMPIA, WA 98501'. A navigation bar includes a 'VOC' tab and an 'INFANT TRANSFER...' button. The 'VOC Information' section contains fields for 'Certification Start Date' (4/10/2022), 'Certification End Date' (3/30/2023), 'Expected Delivery Date', and 'Actual Delivery Date'. A checkbox asks 'Does child have a health risk?'. A red 'Validation Summary: 2' pop-up window lists two errors: 'Gender doesn't match Confirm Gender. See Participant Demographics.' and 'Date of Birth doesn't match Confirm Date of Birth. See Participant Demographics.'. The 'Confirm Date of Birth And Gender' section has a date picker set to 'Mar 16 2022' and a 'Confirm Gender' dropdown set to 'Male' with a red error icon.



# Correct Cascades Certification End Date

Provide the full eligibility period for participants who deliver or are born on the 1<sup>st</sup> day of the month



Cascades doesn't give the last month of eligibility when the Breastfeeding or Non-breastfeeding Postpartum participant delivers on the 1<sup>st</sup> day of the month; or for infants born on the 1<sup>st</sup> day of the month.

This issue will be fixed for new participants certified after implementing Cascades 3.9.

We'll extend the certification period for current participants affected by this issue so they receive their full eligibility.







# Infant Mid-Certification Assessment Questions

The 5 - 8 month Assessment Questions were added  
to the infant 0 - 4 month questions



# Infant Mid-Certification Assessment Questions

- We added the 5 - 8 month Assessment Questions to the **Diet & Health screen** for infants 0 - 4 months of age.
- This allows staff to complete the health assessment in the month the infant turns 5 months of age and document answers to the Assessment Questions.

The screenshot shows a software interface for an infant assessment. At the top, there are two header boxes. The left box is titled "INFANTASSESSMENTQUESTIONS Family" and contains the following text: "Family ID: F10700002299", "123 MAIN ST.", and "OLYMPIA, WA 98501". The right box is titled "INFANT INFANTASSESSMENTQUESTIONS" and contains: "Participant ID: WA1070004451", "Age: 4 months", and "WIC Category: Infant". Below these headers is a navigation bar with a "Dietary Assessment" tab selected. The main content area is divided into two sections. The first section, "Participant's Inappropriate Nutrition Practices", contains four unchecked checkboxes: "Early Introduction of Solids (< 6 months)", "Feeding Sugar-containing Drinks", "Inadequate Fluoride Supplementation (>= 6 mos)", and "Inadequate Vitamin D Supplementation (< 400 IU)". The second section, "Please answer the following questions", contains four numbered questions with text input fields. Question 11 is highlighted in yellow and reads: "11. Use these questions when completing an Infant Health Assessment: Most Caregivers have questions about how their baby is eating. Some common topics that come up are about tastes and textures and learning to drink from a cup. What have you heard about starting solid foods?" The answer field contains the text "I heard to wait until she seems ready for solids, like sitting up by herself." Question 12 is "12. Have you started teaching your baby to use a cup?" with the answer "Not yet." Question 13 is "13. What vitamins or other supplements do you give your baby?" with the answer "Vitamin drops prescribed by MD." Question 14 is "14. What do you enjoy most about feeding your baby?" with the answer "It's our special time." The interface includes a scrollbar on the right and a status bar at the bottom with icons for print, save, and other functions.

**INFANTASSESSMENTQUESTIONS Family**  
Family ID: F10700002299  
123 MAIN ST.  
OLYMPIA, WA 98501

**INFANT INFANTASSESSMENTQUESTIONS**  
Participant ID: WA1070004451  
Age: 4 months  
WIC Category: Infant

**Dietary Assessment**

**Participant's Inappropriate Nutrition Practices**

- Early Introduction of Solids (< 6 months)
- Feeding Sugar-containing Drinks
- Inadequate Fluoride Supplementation (>= 6 mos)
- Inadequate Vitamin D Supplementation (< 400 IU)

**Please answer the following questions**

The closeness

**11. Use these questions when completing an Infant Health Assessment:**  
Most Caregivers have questions about how their baby is eating. Some common topics that come up are about tastes and textures and learning to drink from a cup. What have you heard about starting solid foods?

I heard to wait until she seems ready for solids, like sitting up by herself.

**12. Have you started teaching your baby to use a cup?**

Not yet.

**13. What vitamins or other supplements do you give your baby?**

Vitamin drops prescribed by MD.

**14. What do you enjoy most about feeding your baby?**

It's our special time.

# 2022 Nutrition Risk Revisions

Risk updates to the federal nutrition risk criteria

## Nicotine and Tobacco Use

### Nicotine and Tobacco Products Used



Volume 1, Chapter 14  
Nutrition Risk Criteria

## Family Assessment

- ★ 1. In the past few weeks, have you or your child been in an enclosed space (at home, in a car, at work or daycare, etc.) while someone smoked or vaped?
- Yes
- No

# Overview of risk factor changes

Risk Factor	Risk Factor Change	Cascades Impact
<p>≤ 20 Years at Conception (Risk 331)</p>	<p>Changed from ≤ 17 Years at Conception</p>	<ul style="list-style-type: none"><li>• Cascades will auto calculate this risk based on participant being 20 years of age or less at conception</li><li>• High risk remains at &lt; 17 years of age at conception</li></ul>
<p>Nicotine and Tobacco Use (Risk 371)</p>	<ul style="list-style-type: none"><li>• Changed from Maternal Smoking</li><li>• Includes cigarettes, pipes, cigars, hookahs, vaping devices, e-cigarettes, chewing tobacco, snuff, dissolvables (examples: lozenges, orbs, sticks), nicotine replacement therapies (examples: gums, patches), other</li></ul>	<p>Added a Nicotine and Tobacco Products Used mover box on the Health Information screen for adult participants</p>
<p>Environmental Tobacco Smoke Exposure (Risk 904)</p>	<ul style="list-style-type: none"><li>• Changed from Secondhand Smoke</li><li>• Includes exposure to smoke from tobacco products inside enclosed areas like home, car, work, daycare, etc.</li></ul>	<p>Changed the question on the Family Assessment screen to: In the past few weeks, have you or your child been in an enclosed space (at home, in a car, work or daycare, etc. ) while someone smoked or vaped?</p>

# Overview of risk factor changes

Risk Factor	Risk Factor Change	Cascades Impact
Young Age and 3 or More Pregnancies (Risk 333)	Discontinued by USDA and the Food and Nutrition Service (FNS) with the 2022 Nutrition Risk Revision	We removed this risk from Cascades
Spontaneous Abortion (Hx), Fetal Death (Hx), or Neonatal Death (Hx) (Risk 321)	No federal risk factor change	We made this risk CPA-assignable due to clinic staff request
Failure to Thrive (Risk 134)	<ul style="list-style-type: none"><li>The <i>Justification, Clarification</i> and <i>Reference</i> sections of the risk were updated in the policy chapter</li><li>The <i>Implications for WIC Nutrition Services</i> section was added to the risk in the policy chapter</li></ul>	<ul style="list-style-type: none"><li>The risk factor updates didn't affect the risk definition</li><li>There is no change to how or when staff select this risk in Cascades</li><li>No changes needed to Cascades</li></ul>

See [Volume 1, Chapter 14 Nutrition Risk Criteria](#) and the [Table of Revisions](#) For a comprehensive list of the risk factor changes.

# ≤ 20 Years at Conception (Risk 331)

- Age changed from ≤ 17 years at conception
- Auto calculated based on age at conception (last menstrual period + 15 days)
- High Risk when < 17 years at conception
- The risk applies to Pregnant, Breastfeeding, and Non-breastfeeding Postpartum participants

Assigned Risk Factors					Total Items: 2	
	Risk Code	Description	High Risk	Priority	Assigned By	Comments
	331	≤ 20 Years at Conception	Yes	I	System	
✗	301	Severe Nausea/Vomiting		I	System	

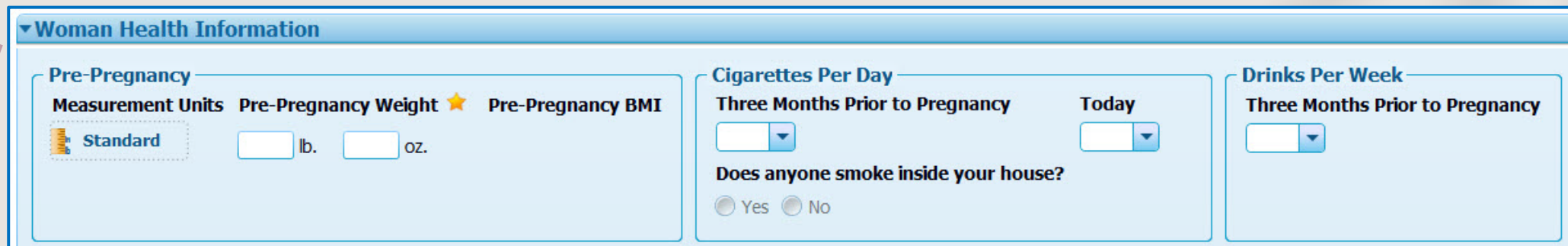
Select Risk Factors

In the example, the participant was under 17 years of age and Cascades made the participant High Risk

# Health Information Screen Changes

We updated the **Health Information** screen

- Changed **Woman** Health Information to **Participant** Health Information to be gender neutral when possible
- **Replaced** the Cigarettes per Day section with a Nicotine and Tobacco Products Used mover box
- **Removed** the Drinks Per Week section - this didn't select a risk, staff must ask the Assessment Question and manually select the Alcohol Use risk when it applies
- **Updated** the display of the Family Assessment environmental tobacco smoke exposure question



▼ Woman Health Information

Pre-Pregnancy

Measurement Units Pre-Pregnancy Weight ★ Pre-Pregnancy BMI

Standard [ ] lb. [ ] oz.

Cigarettes Per Day

Three Months Prior to Pregnancy Today

[ ] [ ]

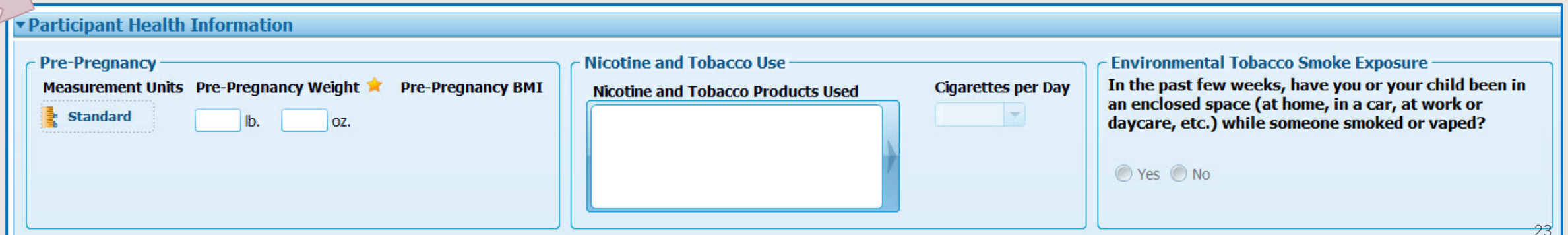
Does anyone smoke inside your house?

Yes  No

Drinks Per Week

Three Months Prior to Pregnancy

[ ]



▼ Participant Health Information

Pre-Pregnancy

Measurement Units Pre-Pregnancy Weight ★ Pre-Pregnancy BMI

Standard [ ] lb. [ ] oz.

Nicotine and Tobacco Use

Nicotine and Tobacco Products Used Cigarettes per Day

[ ] [ ]

Environmental Tobacco Smoke Exposure

In the past few weeks, have you or your child been in an enclosed space (at home, in a car, at work or daycare, etc.) while someone smoked or vaped?

Yes  No



# Nicotine and Tobacco Use (Risk 371)

**Nicotine and Tobacco Use**

**Nicotine and Tobacco Products Used**

**Cigarettes per Day**

- The federal risk factor was expanded to include more than smoking cigarettes for adult participants
- We added a mover box to the adult **Health Information** screen to document participant **Nicotine and Tobacco Product Use**

**Mover box selections:**

- Cigarettes
- Pipes
- Cigars
- Hookahs
- Vaping Devices
- E-cigarettes
- Chewing Tobacco
- Snuff
- Dissolvables (examples: lozenges, orbs, sticks)
- Nicotine Replacement Therapies (examples: gums, patches)
- Other



# Nicotine and Tobacco Use (Risk 371)

- Select **all items** the participant uses
  - Press the Control button to select and move multiple items at once
- **Cigarettes per Day** is required when “Cigarettes” is selected
  - Choose from > 1 to 97 or more
  - > 1 means the person smokes, but less than 1 cigarette per day
- Cascades uses the number of Cigarettes per Day to determine the correct values when assessing for low and very low hematocrit and hemoglobin

**Nicotine and Tobacco Use**

**Nicotine and Tobacco Products Used**

- Cigarettes
- Vaping Devices

**Cigarettes per Day** ★

9

See the [Staff Tool: Nutrition Risk Factors](#), Hematology Tables (last tab) for more information about smoking cigarettes and hematology values.



# Environmental Tobacco Smoke Exposure (Risk 904)

- Risk title changed from Secondhand Smoke
- Due to current research, the risk now includes **exposure to smoke from tobacco products inside enclosed spaces, like home, car, work, daycare**, etc.
- The risk applies to all participants
- We changed the question on the **Family Assessment** screen

▼ Family Assessment

★ 1. In the past few weeks, have you or your child been in an enclosed space (at home, in a car, at work or daycare, etc.) while someone smoked or vaped?

Yes

No

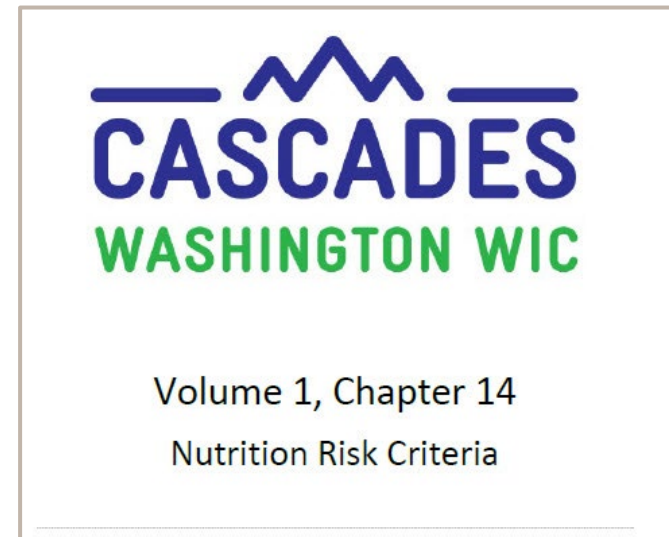
# A few more risk factor changes

## **Young Age and 3 or More Pregnancies** (Risk 333)

- Discontinued by USDA/FNS with the 2022 risk revision
- We removed the risk in Cascades 3.9

## **Failure to Thrive** (Risk 134)

- Several policy sections were updated in the manual
- The updates don't affect how or when staff select the risk in Cascades



# A few more risk factor changes

## Spontaneous Abortion (Hx), Fetal Death (Hx), or Neonatal Death (Hx) (Risk 321)

- We're making this risk CPA-assignable in Cascades 3.9 due to clinic staff request
- Staff shared that participants don't always know the information required on the **Pregnancy History** screen which makes the sensitive conversation more difficult
- We encourage completing the Pregnancy History screen and having Cascades assign the risk, but we realize that isn't always possible

**Pregnancy History Details**

**Pregnancy History**

Delivery Date	Birth Length	Birth Weight	Weeks Gestation	Delivery Type	Outcome
1/8/2020	19 in	9 lbs 6 oz	39	Cesarean	Live Term Birth

**Add Pregnancy**

Delivery Date  Fetus Count

**Infant 1**

Outcome  Delivery Type  Weeks Gestation  Measurement Units  Birth Length   in. Birth Weight  lb.  oz.



# Spontaneous Abortion (Hx), Fetal Death (Hx), or Neonatal Death (Hx)

It's important staff only select the risk when the participant's pregnancy history meets the risk definition

## Pregnant

Any history of fetal or neonatal death or 2 or more spontaneous abortions (miscarriages)

## Breastfeeding

Most recent pregnancy where there was a multifetal gestation with one or more fetal or neonatal deaths but with one or more infants still living

## Non-BF Postpartum

Spontaneous abortion, fetal or neonatal loss in most recent pregnancy

Term	Definition
Spontaneous Abortion (SAB)	The spontaneous termination at < 20 weeks of a fetus weighing < 500 grams
Fetal Death	The spontaneous termination of a gestation at ≥ 20 weeks
Neonatal Death	The death of an infant within 0 - 28 days of life

# Inactivated Risks

- Risk factor history is kept in each participant's file
- We renamed current and previously inactivated risks to show when they were inactivated

Risk code	Current/New risk	Inactivated risk
331	≤ 20 Years at Conception	≤ 17 Years at Conception – inactivated 2022 per FNS
333	N/A - discontinued	Young Age and 3 or More Pregnancies – inactivated 2022 per FNS
371	Nicotine and Tobacco Use	Maternal Smoking – inactivated 2022 per FNS
904	Environmental Tobacco Smoke Exposure	Secondhand Smoke – inactivated 2022 per FNS
132	N/A - discontinued	Weight Loss 1st Trimester < Pre-Pregnancy Weight – inactivated 2020 per FNS
132	N/A - discontinued	Weight Loss 2nd/3rd Trimester ≥ 2 lbs – inactivated 2020 per FNS
341	Nutrient Deficiency or Disease	Nutrient Deficiency Disease – inactivated 2020 per FNS
382	Fetal Alcohol Spectrum Disorders	Fetal Alcohol Syndrome – inactivated 2020 per FNS
703	N/A - discontinued	Maternal Substance Use (during pregnancy) – inactivated 2020 per FNS



# We're here to help

## Cascades Support

Call or email Cascades Support with any issues or questions about the software.

- [Cascades.Support@doh.wa.gov](mailto:Cascades.Support@doh.wa.gov)
- 1-800-841-1410, choose option 3, then **option 2**



## Policy Support

Call or email Policy Support with any issues or questions about policy or procedure.

- [wicpolicysupport@doh.wa.gov](mailto:wicpolicysupport@doh.wa.gov)
- 1-800-841-1410, choose option 3, then **option 1**





We can't say thank you  
enough for all your  
hard work.

We appreciate you.





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DOH 961-1272

August 2022