



<b>Department of Public Health and Social Services</b> <b>Bureau of Nutrition Services-Guam WIC Program</b>		
<b>TITLE:</b> Substance Use Screening, Education and Referrals	<b>POLICY NO.:</b> CS-8	Page 1 of 3
<b>APPROVED BY:</b>  Cydsel Victoria Toledo, MD, MHA BNS Administrator/Guam WIC Program Director	<b>DATE OF ORIGINAL APPROVAL:</b> 4/29/23	
	<b>DATE REVISED/REVIEWED:</b> 3/19/24	
<b>Endorsed By:</b> Godfrey Wong, RD, Acting Public Health Nutrition Specialist 		

## PURPOSE:

To establish guidelines in screening for substance use, provide education and information materials about Smoking, Alcohol, and Drug Use (SADU) to participants and appropriate referrals, in compliance with 7 CFR 246.11(a)(3); 7 CFR 246.4(a)(11)(v); 7 CFR 246.4(a)(9)(i).

## POLICY:

- A. The Bureau of Nutrition Services Guam WIC Program shall include substance use screening when enrolling pregnant, postpartum, and breastfeeding women. It shall utilize the Environment and Other Factors Screen Assessment tool in the Health and Nutrition System Delivery System (HANDS) and refer clients to appropriate agencies.
- B. The Guam WIC Program shall ensure that clinic staff provide drug and other harmful substance use information to all enrolled pregnant, postpartum, and breastfeeding women and to parents or caretakers of participating infants and children.

## PROCEDURE

- A. Screening for Substance Use
  1. Nutrition Assistants (NA) shall screen for substance use using the Environment and Other Factors Screening tool in HANDS.
  2. In HANDS, under the Assess tab click on E. Environmental/Other Factors and select Probing Questions to reveal the questions to ask the Authorized Representative or client.
    - i. What are your thoughts about smoking in your home?
    - ii. What concerns do you have about drugs or alcohol?
    - iii. What concerns do you have about your baby's safety in your family relationships?
- B. WIC Competent Professional Authority (CPA) NA shall provide education on substance, alcohol, and drug use (SADU) to the authorized representative (AR) or client at every WIC certification.
  1. After assessment E (Environment), introduce information on SADU to AR with a handout (Understanding the Risks of Smoking, Alcohol and Drugs during Pregnancy).
    - i. Introduce to AR that SADU education is a mandatory requirement to be enrolled in the WIC Program and is provided to all applicants so that WIC can provide the proper referrals.
    - ii. For the pregnant participant:

1. "As part of the certification process, WIC is required to provide information on smoking, alcohol, and drug use to help ensure that you have a healthy baby."
  - iii. For the postpartum woman reenrolling herself or enrolling an infant or child
    1. "As part of the certification process, WIC is required to provide information on smoking, alcohol, and drug use to help you prepare for future pregnancies"
  - iv. Proceed to provide SADU education and document under Assessment in SOAP note
    1. See below procedures E 1-3 for documentation example.
  - v. If client declines or refuses, document under Assessment in SOAP that client refused SADU education
    1. A. Client declined SADU education.
- C. Assign Risk Codes based on smoking, alcohol, and drug use identified
  1. Risk 904: Environmental Tobacco Smoke Exposure (second hand smoking)
  2. Risk 371: Nicotine and Tobacco Use
  3. Risk 372: Alcohol and Substance Use

*\*note: refer to Allowed Risk Criteria for risk code definitions and cut-off values*
- D. Provide referrals based on client's needs identified
  1. Refer when caretaker or a member of the household uses tobacco products or E-cigarettes
    - i. Refer to Department of Public Health and Social Services Tobacco-Free Guam Quitline: 1-800-QUIT-NOW (1-800-784-8669)
    - ii. Document referrals done in HANDS by selecting Care Plan>Referrals>Add new record>Program>Tobacco Intervention>Organization>Tobacco Cessation Program
    - iii. Highlight DPHSS Tobacco-Free on When WIC is Not Enough that is given to the authorized representative.
  2. Refer when caretaker or a household member drinks alcohol or have substance abuse
    - i. Refer to Guam Behavioral Health and Wellness (GBHWC) Guam Behavioral Health & Wellness Center (671) 475-5438
    - ii. Document referrals done in HANDS by selecting Care Plan>Referrals>Add new record>Program: Guam Behavioral Health and Wellness Center> Organization: Alcohol Abuse Program, Drug & Substance Abuse.
    - iii. Highlight GBHWC on When WIC Is Not Enough that is given to the authorized representative
- E. Document in HANDS under SOAP Notes Assessment screening for SADU and education provided. (examples)
  1. A. Education and handout provided on SADU. AR does not smoke, drink alcohol, or take drugs.
  2. A. Assigned risk code 371: The client smokes 2 cigarettes a day. Provided information on SADU.  
P. Referred to Tobacco Cessation.
  3. A. Assigned risk code 372: The client reports that she drinks alcohol Occasionally. Provided education on SADU.  
P. Referred to Guam Behavioral Health and Wellness Center.

- F. Clinic reviews will include a section on smoking, alcohol, and drug use as part of the monitoring process. Results will be discussed with clinic supervisors if a corrective action plan is needed to improve this area (see attached Certification Observation Form).

## REFERENCES



371\_Nicotine and 372\_Alcohol\_and\_S 904\_Environmental  
Tobacco Use\_12.20. Substance\_Use\_6.201 Tobacco Smoke Exp

## SUPERSEDES:

- A. Title; Policy No.; Effective date/signature date; Approving individual's name

## ATTACHMENTS:



Risk of Smoking, Certification  
Alcohol and other CObservation Form re

