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## 15. Nutrition Reports

All reports defined in this document are selected from the Generate Reports dialog described in State Office - [Chapter 08 - System Outputs](#)

### 15.1 Generate Statewide Education Summary Dialog

When this report is selected, the system will display the Generate Statewide Education Summary dialog to select criteria for printing the Statewide Education Summary.

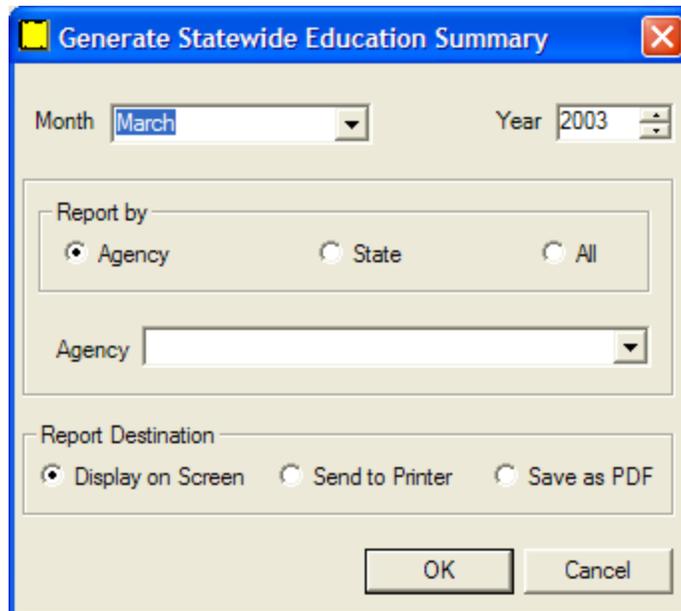


Figure 1 – Generate Statewide Education Summary Dialog

#### 15.1.1 Controls

##### 15.1.1.1 Month Dropdown

This control allows the user to select report month. The control will be enabled when the Generate Statewide Education Summary dialog is active. It will be filled with the following month values: March and September, displayed in calendar month order within the list. It will default to the current month of the ProcessControl entity if the current month is a semi-annual month. If the current month is not a semi-annual month, it will default to blank.

#### *15.1.1.2 Year Masked Edit Box and Spin Control*

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Statewide Education Summary dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the ProcessControl entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

#### *15.1.1.3 Report By Radio Button*

This control allows the user to select a report break. Agency break only, State grand total only or both. The control will be enabled when the Generate Statewide Education Summary dialog is active. It will default to Agency.

#### *15.1.1.4 Agency Dropdown List*

This control allows the user to select a specific agency. The control will be enabled when the Generate Statewide Education Summary dialog is active. It will be disabled if the Report By value of All or State is selected. Characteristics for the Agency dropdown are defined in *Consistencies*.

#### *15.1.1.5 Report Destination Radio Button*

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled and will default to Display on Screen when the Generate Statewide Education Summary dialog is active. Unless the Report by All radio button is selected, then the system will default to Send to Printer.

#### *15.1.1.6 OK Button*

This control allows the user to print the report. The control will be enabled when the Generate Statewide Education Summary dialog is active. Characteristics for the OK button are defined in *Consistencies*.

#### *15.1.1.7 Cancel Button*

This control allows the user to exit the Generate Statewide Education Summary dialog. The control will be enabled when the Generate Statewide Education Summary dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

### **15.1.2 Processing**

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Statewide Education Summary dialog.

### 15.1.2.1 *Initializing the Interface*

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Statewide Education Summary”
- The Month will default to the current month of the ProcessControl table.
- The Report by Agency radio button is initially selected.
- The Display on Screen radio button is initially selected.

### 15.1.2.2 *Edits*

Upon selection of the OK button:

- If no selection has been made in the following control
  - Month Dropdown
  - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Agency radio button is selected and no selection has been made in the Agency dropdown, the system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”
- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Statewide Education Summary dialog is dismissed and returns the user to the Generate Reports dialog.
- If the Display on Screen radio button is selected the system will dismiss the Generate Statewide Education Summary dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate Statewide Education Summary dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Statewide Education Summary dialog and return the user to the Generate Reports dialog.

## **15.2 Statewide Education Summary (Output) NUT001**

The user may generate the Statewide Education Summary from the Generate Statewide Education Summary Dialog. This report will also be generated as part of the month-end process.

The Statewide Education Summary summarizes the compliance versus non-compliance counts for those participants whose certification end date is within the reported quarter. Participants that are terminated before the end of their certification are not included in the totals. Participants are grouped based on their category at the time of the certification.

A participant is considered compliant if the participant meets the following selection criteria.

- The participant had a certification end date within the report period.
- The certification was not ended early by a termination.
- The participant received two or more nutrition education contacts within the certification period where the contact topics were not No-show or Refusal.

A participant is considered non-compliant if the participant meets the following selection criteria.

- The participant had a certification end date within the report period.
- The certification was not ended early by a termination.
- The participant did not receive at least two nutrition education contacts within the certification period where the contact topics were not No-show or Refusal.

If more than one nutrition education contact is recorded in one day, it will count as only one education contact. Contact topics for No-show or Refusal must be excluded from the contact count.

NUT001		<STATE NAME DEPARTMENT OF HEALTH> STATEWIDE EDUCATION SUMMARY QUARTER ENDING <MARCH 2003>							RUN DATE	XX/XX/XXXX		
<AGENCY OR STATE TOTAL>									RUN TIME	XX:XX:XX		
									PAGE:	XXX		
CLINIC	COMPLIANT COUNT	NON COMPLIANT COUNT	***** PREGNANT	***** BF	***** NON-BF	***** INFANT	***** CHILD	***** WOMEN	***** INFANTS	***** CHILDREN	***** TOTAL COUNT	***** ALL
XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX
XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX
TOTAL	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX XXX.X%	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX
*** END OF LISTING ***												

### 15.2.1.1 Data Elements

#### 15.2.1.1.1 Quarter Ending

##### 15.2.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current\_Month\_End\_Dt attribute of the ProcessControl entity.

##### 15.2.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

#### 15.2.1.1.2 Agency / State Total

##### 15.2.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of “State Total” will be printed.

##### 15.2.1.1.2.2 Format

This is a fifty-character text attribute. The format is determined by the information being reported.

#### 15.2.1.1.3 Clinic

##### 15.2.1.1.3.1 Origin of Data Element

This value comes from the Name attribute of the Administration\_Site entity.

##### 15.2.1.1.3.2 Format

This is a thirty-character value.

#### 15.2.1.1.4 Compliant Count

##### 15.2.1.1.4.1 Origin of Data Element

The participant count value is calculated by counting the number of participants with certification end dates within the previous quarter that have received two or more nutrition education contacts within their certification period. If a participant was terminated before their certification end date, the participant is not included in the total.

Subtotals are accumulated for each WIC Category.

The percent value is calculated by dividing the compliant count by the total of compliant and non-compliant.

#### *15.2.1.1.4.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

### 15.2.1.1.5 Non-Compliant Count

#### *15.2.1.1.5.1 Origin of Data Element*

The participant count value is calculated by counting the number of participants with certification end dates within the previous quarter that did not receive at least two nutrition education contacts within their certification period. If a participant was terminated before their certification end date, the participant is not included in the total.

Subtotals are accumulated for each WIC Category. These totals are not printed on the report.

The percent value is calculated by dividing the non-compliant count by the total of compliant and non-compliant.

#### *15.2.1.1.5.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

### 15.2.1.1.6 Percent Compliant – Pregnant

#### *15.2.1.1.6.1 Origin of Data Element*

The participant count value is calculated by counting the number of pregnant participants with certification end dates within the previous quarter that have received two or more nutrition education contacts within their certification period. If a participant was terminated before their certification end date, the participant is not included in the total.

The percent value is calculated by dividing the pregnant participant count by the total of compliant and non-compliant.

#### *15.2.1.1.6.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.2.1.1.7 Percent Compliant – Breastfeeding

##### *15.2.1.1.7.1 Origin of Data Element*

The participant count value is calculated by counting the number of breastfeeding participants with certification end dates within the previous quarter that have received two or more nutrition education contacts within their certification period. If a participant was terminated before their certification end date, the participant is not included in the total.

The percent value is calculated by dividing the breastfeeding participant count by the total of compliant and non-compliant.

##### *15.2.1.1.7.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.2.1.1.8 Percent Compliant – Non-Breastfeeding

##### *15.2.1.1.8.1 Origin of Data Element*

The participant count value is calculated by counting the number of non-breastfeeding participants with certification end dates within the previous quarter that have received two or more nutrition education contacts within their certification period. If a participant was terminated before their certification end date, the participant is not included in the total.

The percent value is calculated by dividing the non-breastfeeding participant count by the total of compliant and non-compliant.

##### *15.2.1.1.8.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.2.1.1.9 Percent Compliant – Infant

##### *15.2.1.1.9.1 Origin of Data Element*

The participant count value is calculated by counting the number of infant participants with certification end dates within the previous quarter that have received two or more nutrition education contacts within their certification period. If a participant was terminated before their certification end date, the participant is not included in the total.

The percent value is calculated by dividing the infant participant count by the total of compliant and non-compliant.

#### *15.2.1.1.9.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.2.1.1.10 Percent Compliant – Child

##### *15.2.1.1.10.1 Origin of Data Element*

The participant count value is calculated by counting the number of child participants with certification end dates within the previous quarter that have received two or more nutrition education contacts within their certification period. If a participant was terminated before their certification end date, the participant is not included in the total.

The percent value is calculated by dividing the child participant count by the total of compliant and non-compliant.

##### *15.2.1.1.10.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.2.1.1.11 Total Count – Women

##### *15.2.1.1.11.1 Origin of Data Element*

This value is calculated by totaling the compliant participant counts for pregnant, breastfeeding, and non-breastfeeding women with the non-compliant participant counts for pregnant, breastfeeding, and non-breastfeeding women.

##### *15.2.1.1.11.2 Format*

This is a six-digit number.

#### 15.2.1.1.12 Total Count – Infants

##### *15.2.1.1.12.1 Origin of Data Element*

This value is calculated by totaling the compliant participant counts for infants with the non-compliant participant counts for infants.

##### *15.2.1.1.12.2 Format*

This is a six-digit number.

#### 15.2.1.1.13 Total Count – Children

##### *15.2.1.1.13.1 Origin of Data Element*

This value is calculated by totaling the compliant participant counts for children with the non-compliant participant counts for children.

##### *15.2.1.1.13.2 Format*

This is a six-digit number.

#### 15.2.1.1.14 Total Count – All

##### *15.2.1.1.14.1 Origin of Data Element*

This value is calculated by totaling the compliant participant counts with the non-compliant participant counts.

##### *15.2.1.1.14.2 Format*

This is a six-digit number.

#### *15.2.1.2 Filter Criteria*

##### 15.2.1.2.1 Base of Data

Participants with a certification end date within the reported quarter are included. Participants that are terminated before their certification end date are not included. Participants are counted in either the compliant or non-compliant totals.

##### 15.2.1.2.2 Agency, State, All

If an individual agency is selected, summary data for that agency will be included. If all agencies are selected, summary data for all agencies will be included. If the state is selected, summary data for the state level will be included. If all is selected, data for all agencies and state will be selected in the following sequence.

- Agency 01 summary
- Agency 02 summary
- State summary

#### *15.2.1.3 Sort Order*

##### 15.2.1.3.1 Agency

This report will be sorted first by agency code.

##### 15.2.1.3.2 Clinic

This report will be sorted by the clinic name within agency.

#### ***15.2.1.4 Control Breaks***

##### ***15.2.1.4.1 Agency***

A page break will occur on change in agency. Totals for the agency will be printed.

#### ***15.2.1.5 Grand Total***

State totals are printed on one-line, similar to agency totals.

#### ***15.2.1.6 Frequency and Distribution***

This report can be generated on demand and will be generated twice yearly during the month-end process for the months of March and September, if the report is selected by the state.

### 15.3 Generate Goal Setting Dialog

When this report is selected, the system will display the Generate Goal Setting dialog to select criteria for printing the Goal Setting report.

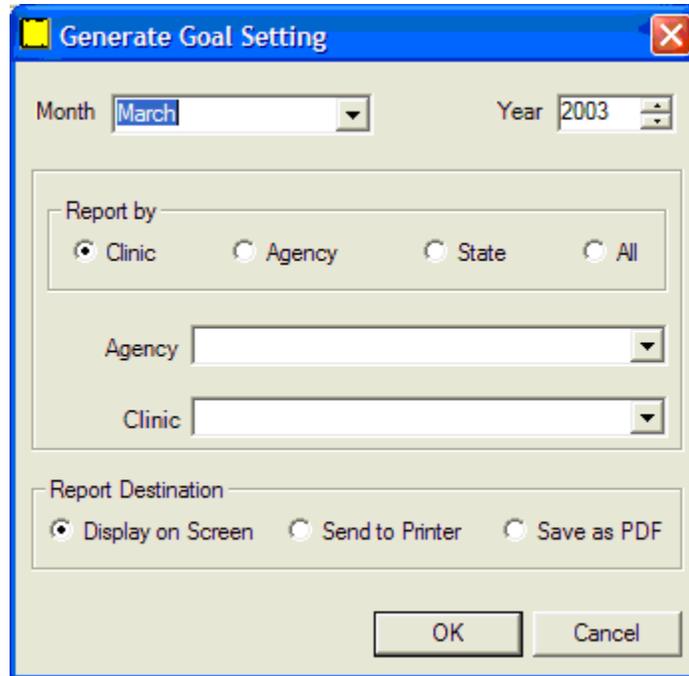


Figure 2 – Generate Goal Setting Dialog

#### 15.3.1 Controls

##### 15.3.1.1 Month Dropdown

This control allows the user to select report month. The control will be enabled when the Generate Goal Setting dialog is active. It will be filled with the following month values: March and September, displayed in calendar month order within the list. It will default to the current month of the ProcessControl entity if the current month is a semi-annual month. If the current month is not a semi-annual month, it will default to blank.

##### 15.3.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Goal Setting dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the ProcessControl entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

#### *15.3.1.3 Report by Radio Button*

This control allows the user to select a report break. Clinic break only, Agency break only, State grand total only or all three. The control will be enabled when the Generate Goal Setting dialog is active. It will default to Clinic.

#### *15.3.1.4 Agency Dropdown List*

This control allows the user to select a specific agency. The control will be enabled when the Generate Goal Setting dialog is active. It will be disabled if the Report By value of All or State is selected. Characteristics for the Agency dropdown are defined in *Consistencies*.

#### *15.3.1.5 Clinic Dropdown List*

This control allows the user to select a specific clinic. The control will be enabled when the Generate Goal Setting dialog is active. It will be disabled if the Report By value of Agency or All or State is selected. It will be filled with all clinics in the service site entity for the selected agency (by Agency and Clinic). It will default to blank.

#### *15.3.1.6 Report Destination Radio Button*

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled and will default to Display on Screen when the Generate Goal Setting dialog is active. If the Report by All radio button is selected, the system will default to Send to Printer.

#### *15.3.1.7 OK Button*

This control allows the user to print the report. The control will be enabled when the Generate Goal Setting dialog is active. Characteristics for the OK button are defined in *Consistencies*

#### *15.3.1.8 Cancel Button*

This control allows the user to exit the Generate Goal Setting dialog. The control will be enabled when the Generate Goal Setting dialog is active. Characteristics for the Cancel button are defined in *Consistencies*

### **15.3.2 Processing**

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Goal Setting dialog.

#### *15.3.2.1 Initializing the Interface*

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Goal Setting”
- The Month will default to the current month of the ProcessControl table.

- The Report by Clinic radio button is initially selected.
- The Display on Screen radio button is initially selected.

### 15.3.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
  - Month Dropdown
  - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Clinic or Agency radio button is selected and no selection has been made in the Agency dropdown, the system will display a standard error message with the text “A selection is required in the Agency.”
- If the Clinic radio button is selected and no selection has been made in the Clinic dropdown, the system will display a standard error message with the text “A selection is required in the Clinic.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”
- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Goal Setting dialog is dismissed and returns the user to the Generate Reports dialog.
- If the Display on Screen radio button is selected the system will dismiss the Generate Goal Setting dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate Goal Setting dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Goal Setting dialog and return the user to the Generate Reports dialog.

#### **15.4 Goal Setting (Output) NUT002**

The user may generate the Goal Setting from the Generate Goal Setting Dialog. This report will also be generated as part of the month-end process. The report is generated on a fiscal semi-annual basis.

The Goal Setting summarizes the number of education contacts with a specified goal and the result documented for the goal. The report will review goals set for participants whose certification end date is within the reported half-year. Participants that are terminated before the end of their certification are not included.

If a goal is set and the result is not recorded, the participant will be counted in the "NO FOLLOW UP" total. A report is printed that lists women only and a report is printed that lists infants and children.

GOAL	SET GOAL	MET GOAL	CONTINUES TO WORK ON GOAL	TRIED	NEVER TRIED	TRIED BUT STOPPED	NO FOLLOW-UP
XXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X
XXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X
XXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X
XXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X
TOTAL		XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX

\*\*\* END OF LISTING \*\*\*

### 15.4.1.1 Data Elements

#### 15.4.1.1.1 Semi-Annual Month Ending

##### 15.4.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the Current\_Month\_End\_Dt attribute of the ProcessControl entity.

##### 15.4.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

#### 15.4.1.1.2 Clinic / Agency / State Total

##### 15.4.1.1.2.1 Origin of Data Element

The selection criteria and information being reported determine this value.

- When reporting Clinic data, the agency code, Clinic ID and Clinic name will be printed.
- When reporting agency data, the agency code and description will be printed.
- When reporting state data, the text description of “State Total” will be printed.

##### 15.4.1.1.2.2 Format

This is a fifty-character text attribute. The format is determined by the information being reported.

#### 15.4.1.1.3 Women / Infants / Children

##### 15.4.1.1.3.1 Origin of Data Element

When this report is requested, a report is produced for women goals, infant goals and children goals.

##### 15.4.1.1.3.2 Format

This is a fifty-character text attribute. The format is determined by the information being reported.

#### 15.4.1.1.4 Goal

##### *15.4.1.1.4.1 Origin of Data Element*

This value comes from the Description attribute of the ReferenceDictionary entity for the associated Goal attribute of the Education\_Contact entity. Only goals set by at least one participant are included.

##### *15.4.1.1.4.2 Format*

This is a thirty-character value.

#### 15.4.1.1.5 Set Goal

##### *15.4.1.1.5.1 Origin of Data Element*

This value is the count of participants that meet the following selection criteria.

- The Goal attribute of the Education\_Contact attribute is equal to the reported goal.
- The associated Cert\_End\_Date attribute of the Cert\_Contact entity is within the reported half-year.
- The participant was not terminated before the end of their certification

##### *15.4.1.1.5.2 Format*

This is a six-digit number.

#### 15.4.1.1.6 Met Goal

##### *15.4.1.1.6.1 Origin of Data Element*

The participant count value is the count of participants that set this goal and have a '1' value in the associated Goal\_Result attribute of the Education\_Contact entity. The percent value is calculated by dividing this participant count by the set goal count for this line.

##### *15.4.1.1.6.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.4.1.1.7 Continues to Work on Goal

##### *15.4.1.1.7.1 Origin of Data Element*

The participant count value is the count of participants that set this goal and have a '3' value in the associated Goal\_Result attribute of the Education\_Contact entity. The percent value is calculated by dividing this participant count by the set goal count for this line.

##### *15.4.1.1.7.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.4.1.1.8 Tried

##### *15.4.1.1.8.1 Origin of Data Element*

The participant count value is the count of participants that set this goal and have a '2' value in the associated Goal\_Result attribute of the Education\_Contact entity. The percent value is calculated by dividing this participant count by the set goal count for this line.

##### *15.4.1.1.8.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.4.1.1.9 Never Tried

##### *15.4.1.1.9.1 Origin of Data Element*

The participant count value is the count of participants that set this goal and have a '4' value in the associated Goal\_Result attribute of the Education\_Contact entity. The percent value is calculated by dividing this participant count by the set goal count for this line.

##### *15.4.1.1.9.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.4.1.1.10 Tried but Stopped

##### *15.4.1.1.10.1 Origin of Data Element*

The participant count value is the count of participants that set this goal and have a '5' value in the associated Goal\_Result attribute of the Education\_Contact entity. The percent value is calculated by dividing this participant count by the set goal count for this line.

#### *15.4.1.1.10.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### 15.4.1.1.11 No follow Up

##### *15.4.1.1.11.1 Origin of Data Element*

The participant count value is the count of participants that set this goal and have a '5' or blank value in the associated Goal\_Result attribute of the Education\_Contact entity. The percent value is calculated by dividing this participant count by the set goal count for this line.

##### *15.4.1.1.11.2 Format*

The count is a six-digit number. The percent value is a three-digit number plus one decimal place.

#### *15.4.1.2 Filter Criteria*

##### 15.4.1.2.1 Base of Data

All education contacts that are related to a goal are included in the report totals. Only participants whose certification end date is within the reported half-year are included. Participants that are terminated before the end of their certification are not included.

##### 15.4.1.2.2 Clinic, Agency, State, All

If an individual clinic is selected, only data for that clinic will be included. If an individual agency is selected, summary data for that agency will be included. If all agencies are selected, summary data for all agencies will be included. If the state is selected, summary data for the state level will be included. If all is selected, data for all sites, agencies and state will be selected in the following sequence.

- Agency 01, clinic 01
- Agency 01, clinic 02
- Agency 01 summary
- Agency 02, clinic 21
- Agency 02, clinic 22
- Agency 02 summary
- State summary

#### *15.4.1.3 Sort Order*

##### 15.4.1.3.1 Clinic / Agency / State Total

This report will be sorted by clinic code, agency code and state totals, depending on selection criteria of the report.

- If more than one clinic is selected, the report will be sorted by agency ID then clinic ID.
- If more than one agency is selected, the report will be sorted by agency code.
- If the state total is selected, this part of the sort order does not apply.
- If all is selected, the report will be sorted by agency code then Clinic ID.

#### 15.4.1.3.2 Category Grouping

Participants with a category of 'P', 'B' and 'N' are included in the report for women. Participants with category of 'I' are include in the report for infants. Participants with category of 'C' are included in the report for children.

#### 15.4.1.3.3 Goal Description

The report will be sorted by goal description within category grouping.

#### 15.4.1.4 Control Breaks

##### 15.4.1.4.1 Clinic / Agency

A page break will occur on change in clinic/agency.

##### 15.4.1.4.2 Category Grouping – Women / Infants / Children

A page break will occur on change in category grouping.

#### 15.4.1.5 Grand Total

State totals will be printed when the state or all option is selected.

#### 15.4.1.6 Frequency and Distribution

This report can be generated on demand and will be generated twice yearly during the month-end process for the months of March and September, if the report is selected by the state.

## 15.5 Generate Contract/Non-contract Formula Report Dialog

When this report is selected, the system will display the Generate Contract/Non-contract Formula Report dialog to select criteria for printing the Formula Compliance.

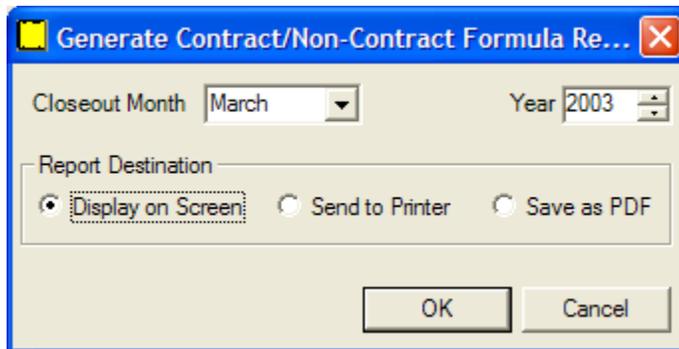


Figure 3 – Generate Contract/Non-contract Formula Report Dialog

### 15.5.1 Controls

#### 15.5.1.1 Month Dropdown

This control allows the user to select report month. The control will be enabled when the Generate Contract/Non-contract Formula Report dialog is active. It will be filled with a list of months from the ReferenceDictionary entity, displayed in calendar month order within the list. It will default to the current month of the ProcessControl entity.

#### 15.5.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Contract/Non-contract Formula Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the ProcessControl entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

#### 15.5.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Contract/Non-contract Formula Report dialog is active. It will default to Display on Screen.

#### 15.5.1.4 OK Button

This control allows the user to print the report. The control will be enabled when the Generate Contract/Non-contract Formula Report dialog is active. Characteristics for the OK button are defined in *Consistencies*

### 15.5.1.5 Cancel Button

This control allows the user to exit the Generate Contract/Non-contract Formula Report dialog. The control will be enabled when the Generate Contract/Non-contract Formula Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*

## 15.5.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Contract/Non-contract Formula Report dialog.

### 15.5.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Contract/Non-Contract Formula Report”
- The Month will default to the current month of the ProcessControl table.
- The Display on Screen radio button is initially selected.

### 15.5.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
  - Month Dropdown
  - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”
- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Contract/Non-contract Formula Report dialog is dismissed and returns the user to the Generate Reports dialog.
- If the Display on Screen radio button is selected the system will dismiss the Generate Contract/Non-contract Formula Report dialog and invoke the standard print preview window to allow the user to view the report output.

- If the Save as PDF radio button is selected the system will dismiss the Generate Contract/Non-contract Formula Report dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Contract/Non-contract Formula Report dialog and return the user to the Generate Reports dialog.

### **15.6 Contract/Non-contract Formula Report (Output) NUT003**

The user may generate the Contract/Non-contract Formula Report from the Generate Contract/Non-contract Formula Report Dialog. This report will also be generated as part of the month-end process.

The Contract/Non-contract Formula Report lists the number of infant and children participants redeeming food instruments containing formula issued for the reported closeout month. It compares the number of participants with contract and non-contract formula with breakdowns by formulation (powder/concentrate within milk/soy). The contract/non-contract ready-to-use formulation is combined and shown separately with breakdowns by milk/soy.

The counts are accumulated by clinic. Participants are grouped based on their category at the time the last food instrument was printed for the reported month. If a participant redeems more than one type of formula in the reported month they will be counted in only one category based on the formula issued on the latest printed food instrument for the reported month. The participant is counted only once.

The counts are accumulated in the End of Month process and are updated from the FoodItem Entity and updated into the ParticipantFormula entity used for this report. The ParticipantFormula table is generated during the month-end processing.

NUT003																
<STATE NAME DEPARTMENT OF HEALTH> CONTRACT/NON-CONTRACT FORMULA REPORT CLOSEOUT MONTH OF <JANUARY 2003>											RUN DATE XX/XX/XXXX		RUN TIME XX:XX:XX		PAGE: XXX	
<INFANTS OR CHILDREN>																
CONTRACT, NON-CONTRACT, READY-TO-USE																
-----CONTRACT-----					-----NON-CONTRACT-----					---CONTRACT/NONCON---			CON/NONCON			
-----MILK-----		-----SOY-----		%	-----MILK-----		-----SOY-----		%	MILK	SOY	%	TOTAL			
CLINIC	CONC.	POWDER	CONC.	POWDER	CONC.	POWDER	CONC.	POWDER	CONC.	POWDER	R-T-U	R-T-U				
XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	
XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	
XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	
XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	
XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	
XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	
XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	
XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	
TOTAL	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	XXX,XXX	XXX.X	XXX,XXX	

NUT003		<STATE NAME DEPARTMENT OF HEALTH> CONTRACT/NON-CONTRACT FORMULA REPORT CLOSEOUT MONTH OF <JANUARY 2003>				RUN DATE XX/XX/XXXX		
<INFANTS OR CHILDREN>						RUN TIME XX:XX:XX		
TOTAL PERCENTAGES						PAGE: XXX		
CLINIC		CONTRACT CONC/POWDER TOTAL	%	NON-CONTRACT CONC/POWDER TOTAL	%	CON/NONCON READY-TO-USE TOTAL	%	CON/NONCON GRAND TOTAL
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX
STATE TOTAL FOR <INFANTS / CHILDREN>		XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX
STATE GRAND TOTAL		XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX
*** END OF LISTING ***								

### 15.6.1.1 Data Elements

#### 15.6.1.1.1 Closeout Month of

##### 15.6.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the CloseoutMonthEndDt attribute of the ProcessControl entity.

##### 15.6.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

#### 15.6.1.1.2 Infants or Children

##### 15.6.1.1.2.1 Origin of Data Element

When this report is requested, a report is produced for infant totals and a report is produced for children totals.

##### 15.6.1.1.2.2 Format

This is a fifty-character text attribute. The format is determined by the information being reported.

#### 15.6.1.1.3 Clinic

##### 15.6.1.1.3.1 Origin of Data Element

This value comes from the ServiceSiteID attribute of the FoodInstrumentSet entity.

##### 15.6.1.1.3.2 Format

This is a three-character value.

#### 15.6.1.1.4 Contract Milk Concentrate

##### 15.6.1.1.4.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, concentrate, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'C' (Concentrate)

#### 15.6.1.1.4.2 *Format*

This is a six-digit number.

#### 15.6.1.1.5 Contract Milk Powder

##### 15.6.1.1.5.1 *Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, powder, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'P' (Powder)

##### 15.6.1.1.5.2 *Format*

This is a six-digit number.

#### 15.6.1.1.6 Contract Soy Concentrate

##### 15.6.1.1.6.1 *Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, concentrate, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'C' (Concentrate)

##### 15.6.1.1.6.2 *Format*

This is a six-digit number.

#### 15.6.1.1.7 Contract Soy Powder

##### 15.6.1.1.7.1 *Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, powder, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'P' (Powder)

#### 15.6.1.1.7.2 Format

This is a six-digit number.

#### 15.6.1.1.8 Contract Percent

##### 15.6.1.1.8.1 Origin of Data Element

This attribute is calculated by dividing the total of the contract numbers (milk concentrate plus milk powder plus soy concentrate plus soy powder) by the total number of contract, non-contract, and ready-to-use. This calculation is performed for every line item on the report.

##### 15.6.1.1.8.2 Format

This is a three-digit number plus one decimal place.

#### 15.6.1.1.9 Non-Contract Milk Concentrate

##### 15.6.1.1.9.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, concentrate, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'C' (Concentrate)

##### 15.6.1.1.9.2 Format

This is a six-digit number.

#### 15.6.1.1.10 Non-Contract Milk Powder

##### 15.6.1.1.10.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, powder, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'P' (Powder)

#### 15.6.1.1.10.2 Format

This is a six-digit number.

### 15.6.1.1.11 Non-Contract Soy Concentrate

#### 15.6.1.1.11.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, concentrate, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'C' (Concentrate)

#### 15.6.1.1.11.2 Format

This is a six-digit number.

### 15.6.1.1.12 Non-Contract Soy Powder

#### 15.6.1.1.12.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, powder, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'P' (Powder)

#### 15.6.1.1.12.2 Format

This is a six-digit number.

#### 15.6.1.1.13 Non-Contract Percent

##### *15.6.1.1.13.1 Origin of Data Element*

This attribute is calculated by dividing the total of the non-contract numbers (milk concentrate plus milk powder plus soy concentrate plus soy powder) by the total number of contract, non-contract, and ready-to-use. This calculation is performed for every line item on the report.

##### *15.6.1.1.13.2 Format*

This is a three-digit number plus one decimal place.

#### 15.6.1.1.14 Con/NonCon Milk Ready-to-Use

##### *15.6.1.1.14.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based ready-to-use contract or non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' or 'N' (Contract or Non-Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'R' (RTU)

##### *15.6.1.1.14.2 Format*

This is a six-digit number.

#### 15.6.1.1.15 Con/NonCon Soy Ready-to-Use

##### *15.6.1.1.15.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based ready-to-use contract or non-contract formula issued on it. .

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' or 'N' (Contract or Non-Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'R' (RTU)

##### *15.6.1.1.15.2 Format*

This is a six-digit number.

#### 15.6.1.1.16 Con/Noncon Ready-to-Use Percent

##### *15.6.1.1.16.1 Origin of Data Element*

This attribute is calculated by dividing the total of the ready-to-use numbers (milk plus soy) by the total number of contract, non-contract, and ready-to-use. This calculation is performed for every line item on the report.

##### *15.6.1.1.16.2 Format*

This is a three-digit number plus one decimal place.

#### 15.6.1.1.17 Total

##### *15.6.1.1.17.1 Origin of Data Element*

This attribute is calculated by totaling the numbers for contract milk concentrate, contract milk powder, contract soy concentrate, contract soy powder, non-contract milk concentrate, non-contract milk powder, non-contract soy concentrate, non-contract soy powder, contract or non-contract milk ready-to-use, and contract or non-contract soy ready-to-use.

##### *15.6.1.1.17.2 Format*

This is a six-digit number.

#### 15.6.1.1.18 Total Percentages - Contract Conc/Powder Total (number)

##### *15.6.1.1.18.1 Origin of Data Element*

This attribute is calculated by totaling the number for contract milk concentrate, contract milk powder, contract soy concentrate and contract soy powder.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaFormulation attribute is equal to 'C' (Contract)
- The FormulaType attribute is equal to 'C' or 'P' (Concentrate/Powder)

##### *15.6.1.1.18.2 Format*

This is a six-digit number.

#### 15.6.1.1.19 Total Percentages - Contract Conc/Powder Total %(percent)

##### *15.6.1.1.19.1 Origin of Data Element*

This attribute is calculated by dividing the total contract (number) by the grand total (number). This calculation is performed for every line item on the report.

#### 15.6.1.1.19.2 *Format*

This is a three-digit number plus one decimal place.

#### 15.6.1.1.20 Total Percentages - Non-Contract Conc/Powder Total (number)

##### 15.6.1.1.20.1 *Origin of Data Element*

This attribute is calculated by totaling the number for non-contract milk concentrate, non-contract milk powder, non-contract soy concentrate and non-contract soy powder.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaFormulation attribute is equal to 'N' (Non-Contract)
- The FormulaType attribute is equal to 'C' or 'P' (Concentrate or Powder)

##### 15.6.1.1.20.2 *Format*

This is a six-digit number.

#### 15.6.1.1.21 Total Percentages - Non-Contract Conc/Powder Total % (percent)

##### 15.6.1.1.21.1 *Origin of Data Element*

This attribute is calculated by dividing the total non-contract (number) by the grand total (number). This calculation is performed for every line item on the report.

##### 15.6.1.1.21.2 *Format*

This is a three-digit number plus one decimal place.

#### 15.6.1.1.22 Total Percentages – Con/Noncon Ready-to-Use Total (number)

##### 15.6.1.1.22.1 *Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had contract or non-contract ready-to-use formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaFormulation attribute is equal to 'C' or 'N' (Contract and Non-Contract)
- The FormulaType attribute is equal to 'R' (RTU)

#### 15.6.1.1.22.2 *Format*

This is a six-digit number.

#### 15.6.1.1.23 Total Percentages - Con/Noncon Ready-to-Use Total % (percent)

##### 15.6.1.1.23.1 *Origin of Data Element*

This attribute is calculated by dividing the ready-to-use (number) by the grand total (number). This calculation is performed for every line item on the report.

##### 15.6.1.1.23.2 *Format*

This is a three-digit number plus one decimal place.

#### 15.6.1.1.24 Total Percentages – Con/Noncon Grand Total (number)

##### 15.6.1.1.24.1 *Origin of Data Element*

This attribute is calculated by totaling the number for contract concentrate/powder, non-contract concentrate/powder and contract/non-contract ready-to-use.

##### 15.6.1.1.24.2 *Format*

This is a six-digit number.

### 15.6.1.2 *Filter Criteria*

#### 15.6.1.2.1 Base of Data

Infant and children participants that redeemed food instruments with formula items where the issuance month equals the closeout month are included in the report.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used to produce formula compliance.

- The ParticipationDate attribute of the ParticipantFormula entity is within the reported month.
- The ProgramCode attribute of the ParticipantFormula entity equals the WIC value.
- The PaidDate attribute of the ParticipantFormula entity is valued.
- The IssuedDate attribute of the ParticipantFormula entity is the latest date a food instrument was printed within the participation month.
- The WICStatus attribute of the ParticipantFormua entity equals Infant or Child.

The ParticipantFormula table is generated during the month-end processing.

### *15.6.1.3 Sort Order*

#### *15.6.1.3.1 Agency*

This report will be sorted by agency code.

### *15.6.1.4 Control Breaks*

A page break will occur on change in category.

### *15.6.1.5 Grand Total*

A total line for all infants and a total line for all children reported will be printed. The totals for infants and children will be totaled as grand totals.

### *15.6.1.6 Frequency and Distribution*

This report can be generated on demand and will be generated quarterly during the month-end process, if the report is selected by the state.

## 15.7 Generate Formula Compliance Dialog

When this report is selected, the system will display the Generate Formula Compliance dialog to select criteria for printing the Formula Compliance.

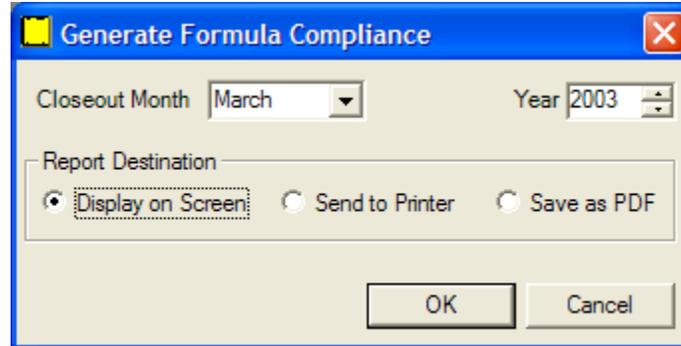


Figure 4 – Generate Formula Compliance Dialog

### 15.7.1 Controls

#### 15.7.1.1 Month Dropdown

This control allows the user to select report month. The control will be enabled when the Generate Formula Compliance dialog is active. It will be filled with a list of months from the ReferenceDictionary entity, displayed in calendar month order within the list. It will default to the current month of the ProcessControl entity.

#### 15.7.1.2 Year Masked Edit Box and Spin Control

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Generate Formula Compliance dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the ProcessControl entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1).

#### 15.7.1.3 Report Destination Radio Button

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled when the Generate Formula Compliance dialog is active. It will default to Display on Screen.

#### 15.7.1.4 OK Button

This control allows the user to print the report. The control will be enabled when the Generate Formula Compliance dialog is active. Characteristics for the OK button are defined in *Consistencies*

### 15.7.1.5 Cancel Button

This control allows the user to exit the Generate Formula Compliance dialog. The control will be enabled when the Generate Formula Compliance dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

## 15.7.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Formula Compliance dialog.

### 15.7.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Formula Compliance”
- The Month will default to the current month of the ProcessControl table.
- The Display on Screen radio button is initially selected.

### 15.7.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
  - Month Dropdown
  - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”
- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Formula Compliance dialog is dismissed and returns the user to the Generate Reports dialog.
- If the Display on Screen radio button is selected the system will dismiss the Generate Formula Compliance dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate Formula Compliance dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Formula Compliance dialog and return the user to the Generate Reports dialog.

### ***15.8 Formula Compliance (Output) NUT005***

The user may generate the Formula Compliance from the Generate Formula Compliance Dialog. This report will also be generated as part of the month-end process.

The Formula Compliance Formula Compliance Report lists the number of infant and children participants redeeming food instruments containing formula issued for the reported closeout month. It compares the number of participants with contract, non-contract or special formula types with breakdowns by formulation (milk/soy and powder/concentrate/ready-to-use).

The counts are accumulated by clinic. Participants are grouped based on their category at the time the last food instrument was printed for the reported month. If a participant redeems more than one type of formula in the reported month they will be counted in only one category based on the formula issued on the latest printed food instrument for the reported month.

The counts are accumulated in the End of Month process and are updated from the FoodItem Entity and updated into the ParticipantFormula entity and used for this report.



NUT005		<STATE NAME DEPARTMENT OF HEALTH> FORMULA COMPLIANCE CLOSEOUT MONTH OF <JANUARY 2003>						RUN DATE XX/XX/XXXX RUN TIME XX:XX:XX PAGE: XXX	
<INFANTS OR CHILDREN>									
TOTAL PERCENTAGES									
CLINIC		TOTAL CONTRACT	PCT	TOTAL NONCON	PCT	TOTAL SPECIAL	PCT	GRAND TOTAL	
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
XX	XXXXXXXXXXXXXXXXXXXXXXXXXXXX	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
STATE TOTAL FOR <INFANTS / CHILDREN>		XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
STATE GRAND TOTAL		XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	XXX.X	XXX,XXX	
*** END OF LISTING ***									

### 15.8.1.1 Data Elements

#### 15.8.1.1.1 Closeout Month of

##### 15.8.1.1.1.1 Origin of Data Element

The user records this value when the report is submitted. During the month-end process this is the CCYYMM value from the CloseoutMonthEndDt attribute of the ProcessControl entity.

##### 15.8.1.1.1.2 Format

This is an accounting month and year formatted as Month Name CCYY.

#### 15.8.1.1.2 Infants or Children

##### 15.8.1.1.2.1 Origin of Data Element

When this report is requested, a report is produced for infant totals and a report is produced for children totals.

##### 15.8.1.1.2.2 Format

This is a fifty-character text attribute. The format is determined by the information being reported.

#### 15.8.1.1.3 Clinic

##### 15.8.1.1.3.1 Origin of Data Element

This value comes from the Clinic\_ID attribute of the FoodInstrumentSet entity.

##### 15.8.1.1.3.2 Format

This is a three-character value.

#### 15.8.1.1.4 Contract Milk Concentrate

##### 15.8.1.1.4.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, concentrate, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'C' (Concentrate)

#### *15.8.1.1.4.2 Format*

This is a six-digit number.

#### 15.8.1.1.5 Contract Milk Powder

##### *15.8.1.1.5.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, powder, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'P' (Powder)

##### *15.8.1.1.5.2 Format*

This is a six-digit number.

#### 15.8.1.1.6 Contract Milk Ready-To-Use

##### *15.8.1.1.6.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, ready-to-use, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'R' (RTU)

##### *15.8.1.1.6.2 Format*

This is a six-digit number.

#### 15.8.1.1.7 Contract Soy Concentrate

##### *15.8.1.1.7.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, concentrate, contract formula issued on it

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'C' (Concentrate)

#### 15.8.1.1.7.2 Format

This is a six-digit number.

### 15.8.1.1.8 Contract Soy Powder

#### 15.8.1.1.8.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, powder, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'P' (Powder)

#### 15.8.1.1.8.2 Format

This is a six-digit number.

### 15.8.1.1.9 Contract Soy Ready-To-Use

#### 15.8.1.1.9.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, ready-to-use, contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'C' (Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'R' (RTU)

#### 15.8.1.1.9.2 Format

This is a six-digit number.

#### 15.8.1.1.10 Contract Percent

##### *15.8.1.1.10.1 Origin of Data Element*

This attribute is calculated by dividing the total of the contract numbers (plus milk ready-to-use plus soy ready-to-use) by the total number of contract, non-contract, and special. This calculation is performed for every line item on the report.

##### *15.8.1.1.10.2 Format*

This is a three-digit number plus one decimal place.

#### 15.8.1.1.11 Non-Contract Milk Concentrate

##### *15.8.1.1.11.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, concentrate, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'M' (Milk)

The FormulationFormat attribute is equal to 'C' (Concentrate)

##### *15.8.1.1.11.2 Format*

This is a six-digit number.

#### 15.8.1.1.12 Non-Contract Milk Powder

##### *15.8.1.1.12.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, powder, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'P' (Powder)

##### *15.8.1.1.12.2 Format*

This is a six-digit number.

#### 15.8.1.1.13 Non-Contract Milk Ready-To-Use

##### *15.8.1.1.13.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, ready-to-use, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'R' (RTU)

##### *15.8.1.1.13.2 Format*

This is a six-digit number.

#### 15.8.1.1.14 Non-Contract Soy Concentrate

##### *15.8.1.1.14.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, concentrate, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'C' (Concentrate)

##### *15.8.1.1.14.2 Format*

This is a six-digit number.

#### 15.8.1.1.15 Non-Contract Soy Powder

##### *15.8.1.1.15.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, powder, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'S' (Soy)

- The FormulationFormat attribute is equal to 'P' (Powder)

#### 15.8.1.1.15.2 Format

This is a six-digit number.

### 15.8.1.1.16 Non-Contract Soy Ready-To-Use

#### 15.8.1.1.16.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, ready-to-use, non-contract formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'N' (Non-Contract)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'R' (RTU)

#### 15.8.1.1.16.2 Format

This is a six-digit number.

### 15.8.1.1.17 Non-Contract Percent

#### 15.8.1.1.17.1 Origin of Data Element

This attribute is calculated by dividing the total of the non-contract numbers (milk concentrate plus milk powder plus soy concentrate plus soy powder plus milk ready-to-use plus soy ready-to-use) by the total number of contract, non-contract, and ready-to-use. This calculation is performed for every line item on the report.

#### 15.8.1.1.17.2 Format

This is a three-digit number plus one decimal place.

### 15.8.1.1.18 Special Milk Concentrate

#### 15.8.1.1.18.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, concentrate, special formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'S' (Special)
- The FormulationBase attribute is equal to 'M' (Milk)

- The FormulationFormat attribute is equal to 'C' (Concentrate)

#### 15.8.1.1.18.2 Format

This is a six-digit number.

#### 15.8.1.1.19 Special Milk Powder

##### 15.8.1.1.19.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, powder, special formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'S' (Special)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'P' (Powder)

##### 15.8.1.1.19.2 Format

This is a six-digit number.

#### 15.8.1.1.20 Special Milk Ready-To-Use

##### 15.8.1.1.20.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had milk based, ready-to-use, special formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'S' (Special)
- The FormulationBase attribute is equal to 'M' (Milk)
- The FormulationFormat attribute is equal to 'R' (RTU)

##### 15.8.1.1.20.2 Format

This is a six-digit number.

#### 15.8.1.1.21 Special Soy Concentrate

##### 15.8.1.1.21.1 Origin of Data Element

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, concentrate, special formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'S' (Special)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'C' (Concentrate)

#### *15.8.1.1.21.2 Format*

This is a six-digit number.

### 15.8.1.1.22 Special Soy Powder

#### *15.8.1.1.22.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, powder, special formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'S' (Special)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'P' (Powder)

#### *15.8.1.1.22.2 Format*

This is a six-digit number.

### 15.8.1.1.23 Special Soy Ready-To-Use

#### *15.8.1.1.23.1 Origin of Data Element*

This attribute is calculated by totaling the number of participants with redeemed food instruments issued for the reported month. The redeemed food instruments must have had soy based, ready-to-use, special formula issued on it.

Food instruments from the ParticipantFormula table that meet the following selection criteria are used.

- The FormulaType attribute is equal to 'S' (Special)
- The FormulationBase attribute is equal to 'S' (Soy)
- The FormulationFormat attribute is equal to 'R' (RTU)

#### *15.8.1.1.23.2 Format*

This is a six-digit number.

#### 15.8.1.1.24 Special Percent

##### *15.8.1.1.24.1 Origin of Data Element*

This attribute is calculated by dividing the total of the special numbers (milk concentrate plus milk powder plus soy concentrate plus soy powder plus milk ready-to-use plus soy ready-to-use) by the total number of contract, non-contract, and special. This calculation is performed for every line item on the report.

##### *15.8.1.1.24.2 Format*

This is a three-digit number plus one decimal place.

#### 15.8.1.1.25 Total

##### *15.8.1.1.25.1 Origin of Data Element*

This attribute is calculated by totaling the numbers for contract milk concentrate, contract milk powder, contract milk ready-to-use, contract soy concentrate, contract soy powder, contract soy ready-to-use, non-contract milk concentrate, non-contract milk powder, non-contract milk ready-to-use, non-contract soy concentrate, non-contract soy powder, non-contract soy ready-to-use, special milk concentrate, special milk powder, special milk ready-to-use, special soy concentrate, special soy powder, and special soy ready-to-use.

##### *15.8.1.1.25.2 Format*

This is a six-digit number.

#### 15.8.1.1.26 Total Percentages - Total Contract (number)

##### *15.8.1.1.26.1 Origin of Data Element*

This attribute is calculated by totaling the number for contract milk concentrate, contract milk powder, contract milk ready-to-use, contract soy concentrate, contract soy powder, and contract soy ready-to-use.

##### *15.8.1.1.26.2 Format*

This is a six-digit number.

#### 15.8.1.1.27 Total Percentages - Total Contract (percent)

##### *15.8.1.1.27.1 Origin of Data Element*

This attribute is calculated by dividing the total contract (number) by the grand total (number). This calculation is performed for every line item on the report.

*15.8.1.1.27.2 Format*

This is a three-digit number plus one decimal place.

15.8.1.1.28 Total Percentages - Total Non-Contract (number)

*15.8.1.1.28.1 Origin of Data Element*

This attribute is calculated by totaling the number for non-contract milk concentrate, non-contract milk powder, non-contract milk ready-to-use, non-contract soy concentrate, non-contract soy powder and non-contract soy ready-to-use.

*15.8.1.1.28.2 Format*

This is a six-digit number.

15.8.1.1.29 Total Percentages - Total Non-Contract (percent)

*15.8.1.1.29.1 Origin of Data Element*

This attribute is calculated by dividing the total non-contract (number) by the grand total (number). This calculation is performed for every line item on the report.

*15.8.1.1.29.2 Format*

This is a three-digit number plus one decimal place.

15.8.1.1.30 Total Percentages - Special (number)

*15.8.1.1.30.1 Origin of Data Element*

This attribute is calculated by totaling the number for special milk concentrate, special milk powder, special milk ready-to-use, special soy concentrate, special soy powder and special soy ready-to-use.

*15.8.1.1.30.2 Format*

This is a six-digit number.

15.8.1.1.31 Total Percentages - Special (percent)

*15.8.1.1.31.1 Origin of Data Element*

This attribute is calculated by dividing the special (number) by the grand total (number). This calculation is performed for every line item on the report.

*15.8.1.1.31.2 Format*

This is a three-digit number plus one decimal place.

#### 15.8.1.1.32 Total Percentages - Grand Total (number)

##### *15.8.1.1.32.1 Origin of Data Element*

This attribute is calculated by totaling the number for contract and non-contract and special. This calculation is performed for every line item on the report.

##### *15.8.1.1.32.2 Format*

This is a six-digit number.

#### 15.8.1.2 Filter Criteria

##### 15.8.1.2.1 Base of Data

Infant and children participants that redeemed food instruments with formula items where the issuance month equals the closeout month are included in the report.

#### 15.8.1.3 Sort Order

##### 15.8.1.3.1 Agency

This report will be sorted by agency code.

#### 15.8.1.4 Control Breaks

A page break will occur on change in category.

#### 15.8.1.5 Grand Total

A total line for all infants and a total line for all children reported will be printed. The totals for infants and children will be totaled as grand totals.

#### 15.8.1.6 Frequency and Distribution

This report can be generated on demand and will be generated quarterly during the month-end process, if the report is selected by the state.

## 15.9 Generate Nutrition Education Contacts Report Dialog

When this report is selected, the system will display the Generate Nutrition Education Contacts Report dialog to select criteria for printing the Nutrition Education Contacts.

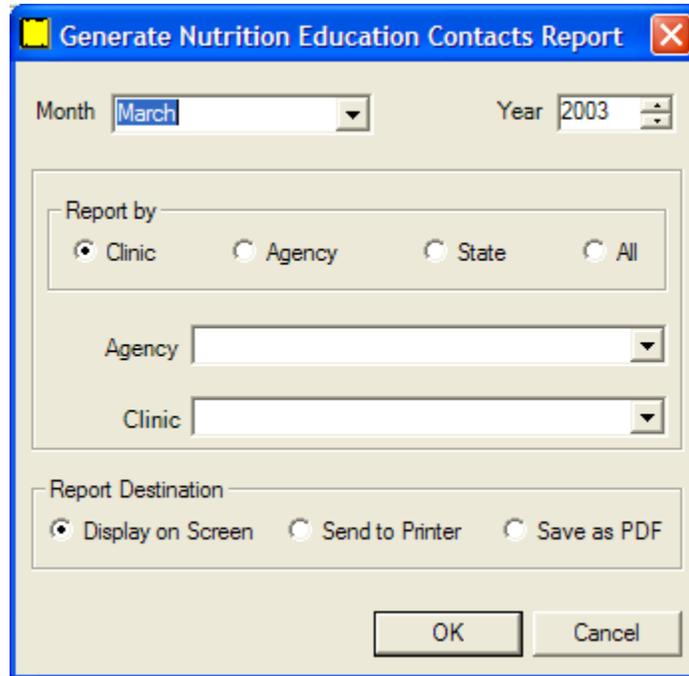


Figure 5 – Generate Nutrition Education Contacts Report Dialog

### 15.9.1 Controls

#### 15.9.1.1 Month Dropdown

This control allows the user to select redemption month. The control will be enabled when the Generate Nutrition Education Contacts Report dialog is active. It will be filled with the following month values: March and September, displayed in calendar month order within the list. It will default to the current month of the ProcessControl entity if the current month is a semi-annual month. If the current month is not a semi-annual month, it will default to blank.

#### *15.9.1.2 Year Masked Edit Box and Spin Control*

This control allows the user to specify the year associated with the month that is to be reported. The masked edit box and spin control will be enabled when the Nutrition Education Contacts Report dialog is active. The masked edit box will only allow the entry of numeric digits. The maximum size of the control will be four (4) characters. The masked edit box will default to the current year of the ProcessControl entity. Selection of the increment or decrement buttons of the spin control will increase or decrease the value by one (1). If an entry is not selected, the system will present a critical error message that states, "A selection is required in the Year". The year selected must be less than or equal to the current system year.

#### *15.9.1.3 Report by Radio Button*

This control allows the user to select a report break. Clinic break only, Agency break only, State grand total only or all three. The control will be enabled when the Generate Nutrition Education Contacts Report dialog is active. It will default to Clinic.

#### *15.9.1.4 Agency Dropdown List*

This control allows the user to select a specific agency. The control will be enabled when the Generate Nutrition Education Contacts dialog is active. It will be disabled if the Report By value of All or State is selected. Characteristics for the Agency dropdown are defined in *Consistencies*.

#### *15.9.1.5 Clinic Dropdown List*

This control allows the user to select a specific clinic. The control will be enabled when the Generate Nutrition Education Contacts Report dialog is active. It will be disabled if the Report By value of Agency or All or State is selected. It will be filled with all clinics in the service site entity for the selected agency (by Agency and Clinic). It will default to blank.

#### *15.9.1.6 Report Destination Radio Button*

This control allows the user to select either Display on Screen, Send to Printer or Save as PDF. The control will be enabled and will default to Display on Screen when the Generate Nutrition Education Contacts Report dialog is active. Unless the Report by All radio button is selected, then the system will default to Send to Printer.

#### *15.9.1.7 OK Button*

This control allows the user to print the report. The control will be enabled when the Generate Nutrition Education Contacts Report dialog is active. Characteristics for the OK button are defined in *Consistencies*.

### 15.9.1.8 Cancel Button

This control allows the user to exit the Generate Nutrition Education Contacts dialog. The control will be enabled when the Generate Nutrition Education Contacts Report dialog is active. Characteristics for the Cancel button are defined in *Consistencies*.

## 15.9.2 Processing

This section describes the processes (navigation) that take place as a result of the actions taken on the Generate Nutrition Education Contacts Report dialog.

### 15.9.2.1 Initializing the Interface

Upon the initial display of the dialog:

- The title bar text will be set to “Generate Nutrition Education Contacts Report”
- The Month will default to the current month of the ProcessControl table.
- The Report by Clinic radio button is initially selected.
- The Display on Screen radio button is initially selected.

### 15.9.2.2 Edits

Upon selection of the OK button:

- If no selection has been made in the following control
  - Month Dropdown
  - Year Masked Edit Box and Spin Controlthe system will display a standard error message with the text “A selection is required in the <control label>.”
- If the Clinic or Agency radio button is selected and no selection has been made in the Agency dropdown, the system will display a standard error message with the text “A selection is required in the Agency.”
- If the Clinic radio button is selected and no selection has been made in the Clinic dropdown, the system will display a standard error message with the text “A selection is required in the Clinic.”
- If the Year selected is greater than the current system year, the system will display a standard error message with the text “The Year must be less than or equal to the current year.”
- If the Send to Printer radio button is selected and a printer has not been selected for the workstation, the system will display a standard error message box with the text “No printer has been specified for this workstation.”

- If the Send to Printer radio button is selected and a printer has been selected for the workstation, the system will send the output to the selected printer. The Generate Nutrition Education Contacts dialog is dismissed and returns the user to the Generate Reports dialog.
- If the Display on Screen radio button is selected the system will dismiss the Generate Nutrition Education Contacts dialog and invoke the standard print preview window to allow the user to view the report output.
- If the Save as PDF radio button is selected the system will dismiss the Generate dialog and invoke a standard windows save as dialog to allow the user to select the destination of the PDF file output.

Upon selection of the Cancel button:

- The system will dismiss the Generate Nutrition Education Contacts Report dialog and return the user to the Generate Reports dialog.

### ***15.10 Nutrition Education Contacts (Output) NUT004***

The user may generate the Nutrition Education Contacts from the Generate Nutrition Education Contacts Report Dialog. This report will also be generated semi-annually based on Federal Fiscal Year.

The Nutrition Education Contact will list Nutrition Education Contact Types by Agency and Clinic. Totals by contact type will be accumulated for participants with a valid certification within the reporting period and who have not been terminated. Participants will be grouped, within nutrition education contact type, based on their WIC Category at the time of the certification. Totals breaks will be by Agency, Clinic and State.

A temporary work entity titled Nutrition-Education-Contacts will be created from the Education Contact entity for all records that fall within the selected Reporting period, for a valid certification record with an Education Contact Method equal to Individual or Group where the contact topics were not No Show or Refusal. For each record that meets the criteria, a count will be accumulated according to the WICStatus. The Nutrition Education Contacts report will be printed using the temporary Nutrition-Education-Contacts entity.

NUT004

<STATE NAME DEPARTMENT OF HEALTH>  
 NUTRITION EDUCATION CONTACTS  
 SEMI ANNUAL ENDING <MM/DD/CCYY>

RUN DATE XX/XX/XXXX  
 RUN TIME XX:XX:XX  
 PAGE: XXX

<SERVICE SITE OR AGENCY OR STATE TOTAL>

NUTRITION EDUCATION CONTACT TYPE	**** 1ST TRI	PRENATAL WOMEN 2ND TRI	**** 3RD TRI	N-BF WOMEN	BF WOMEN	ALL WOMEN	INFANTS	CHILDREN	TOTALS
XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX
TOTALS	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX	X,XXX,XXX

### **15.10.1.1 Data Elements**

#### **15.10.1.1.1 Agency**

##### **15.10.1.1.1.1 Origin of Data Element**

This value comes from the Agency-ID attribute of the Member entity.

##### **15.10.1.1.1.2 Format**

This is a three-character value.

#### **15.10.1.1.2 Agency Name**

##### **15.10.1.1.2.1 Origin of Data Element**

This value comes from the Agency-Name attribute of the Agency-Entity entity.

##### **15.10.1.1.2.2 Format**

This is a fifty-character value.

#### **15.10.1.1.3 Clinic**

##### **15.10.1.1.3.1 Origin of Data Element**

This value comes from the Service-Site-ID attribute of the Member entity.

##### **15.10.1.1.3.2 Format**

This is a three-character value.

#### **15.10.1.1.4 Clinic Name**

##### **15.10.1.1.4.1 Origin of Data Element**

This value comes from the Service-Site-Name attribute of the Service-Site entity.

##### **15.10.1.1.4.2 Format**

This is a fifty-character value.

#### **15.10.1.1.5 Nutrition Education Contact Type**

##### **15.10.1.1.5.1 Origin of Data Element**

This value comes from the Nutrition-Education-Contact-Type attribute of the Education-Contract entity.

##### **15.10.1.1.5.2 Format**

This is a fifty-character value.

#### 15.10.1.1.6 Prenatal Women Trimester 1 Count

##### *15.10.1.1.6.1 Origin of Data Element*

This value is the count of selected participants where WICStatus attribute in the Member entity equals 'P' and whose contact occurred from the first day of week 1 through the last day of week 11 of the pregnancy. It will be calculated by comparing the date of the nutrition education contact to the LMP-start attribute in the Pregnancy entity.

##### *15.10.1.1.6.2 Format*

This is a seven-character number with zero decimals.

#### 15.10.1.1.7 Prenatal Women Trimester 2 Count

##### *15.10.1.1.7.1 Origin of Data Element*

This value is the count of selected participants where WICStatus attribute in the Member entity equals 'P' and whose contact occurred from the first day of week 12 through the last day of week 23 of the pregnancy. It will be calculated by comparing the date of the nutrition education contact to the LMP-start attribute in the Pregnancy entity.

##### *15.10.1.1.7.2 Format*

This is a seven-character number with zero decimals.

#### 15.10.1.1.8 Prenatal Women Trimester 3 Count

##### *15.10.1.1.8.1 Origin of Data Element*

This value is the count of selected participants where WICStatus attribute in the Member entity equals 'P' and whose contact occurred from the first day of week 24 through the end of the pregnancy. It will be calculated by comparing the date of the nutrition education contact to the LMP-start attribute in the Pregnancy entity.

##### *15.10.1.1.8.2 Format*

This is a seven-character number with zero decimals.

#### 15.10.1.1.9 Non Breastfed Count

##### *15.10.1.1.9.1 Origin of Data Element*

This value is the count of selected participants where WICStatus attribute in the Member entity equals 'N'.

*15.10.1.1.9.2 Format*

This is a seven-character number with zero decimals.

15.10.1.1.10 Breastfed Count

*15.10.1.1.10.1 Origin of Data Element*

This value is the count of selected participants where WICStatus attribute in the Member entity equals 'B'.

*15.10.1.1.10.2 Format*

This is a seven-character number with zero decimals.

15.10.1.1.11 Infants Count

*15.10.1.1.11.1 Origin of Data Element*

This value is the count of selected participants where WICStatus attribute in the Member entity equals 'I'.

*15.10.1.1.11.2 Format*

This is a seven-character number with zero decimals.

15.10.1.1.12 Children Count

*15.10.1.1.12.1 Origin of Data Element*

This value is the count of selected participants where WICStatus attribute in the Member entity equals 'C'.

*15.10.1.1.12.2 Format*

This is a seven-character number with zero decimals.

*15.10.1.2 Filter Criteria*

15.10.1.2.1 Base of Data

All records in the Education Contact Entity that have an education contact method of Individual or Group, is in a valid certification where the certification end date is within the date range, exists in the certification Contact entity, and the certification is not terminated will be counted.

*15.10.1.3 Sort Order*

15.10.1.3.1 Agency

This report will be sorted first by Agency-ID.

15.10.1.3.2 Clinic

This report will be sorted by the Service-Site-ID within agency.

#### 15.10.1.3.3 Nutrition Education Contact Type Code

This report will be sorted by Nutrition-Education-Contact-Type-Code within Clinic.

#### *15.10.1.4 Control Breaks*

##### 15.10.1.4.1 Clinic / Agency

A page break will occur on change in clinic/agency.

#### *15.10.1.5 Grand Total*

State totals will be printed when the state or all option is selected.

#### *15.10.1.6 Frequency and Distribution*

This report can be generated on demand and will be generated semi-annually during the month-end process, if the report is selected by the state.