




# Staff Tool: Professional Discretion High Risk (PDHR)



## High Risk (HR)

Participants are considered high risk (HR) when the Competent Professional Authority (CPA) assigns and saves one or more of the high risk factors listed in [Volume 1, Chapter 14 – Nutrition Risk Criteria](#) in the participant’s file.

- Washington WIC identified risk factors which automatically make a participant high risk and require a second nutrition education contact with a Registered Dietitian Nutritionist (RDN) for a High Risk Care Plan (HRCP).
- When the CPA selects a high risk factor for a participant and saves the **Assigned Risk Factors** screen, Cascades designates the participant as high risk with the high risk icon. 
- This includes at certification appointments and anytime during the certification period.

## Professional Discretion High Risk (PDHR)

The CPA has the option to make a participant high risk by professional discretion (PDHR) if the participant doesn’t have a high risk factor selected, but the CPA feels the participant would benefit from seeing the RDN and having a High Risk Care Plan (HRCP).

**Note:** The CPA doesn’t have to make the participant PDHR when the participant (or parent guardian) asks to see the RDN. Staff can schedule the appointment with the RDN for consultation and support.

## Making a Participant PDHR in Cascades

At the certification appointment: ([see example on page 2](#))

- Select the High Risk “Yes” radio button on the **Certification Summary** screen before pressing the **Certify** button.
- Cascades designates the participant as high risk with the high risk icon.
- The CPA writes a note in the **Individual Care Plan** regarding why the participant is PDHR for continuity of care with the RDN.

At other times during the certification period: ([see example on page 3](#))

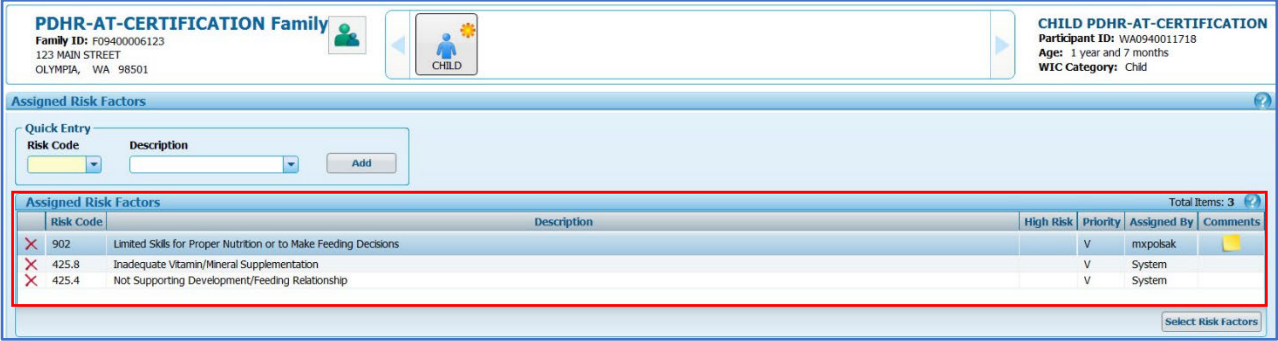
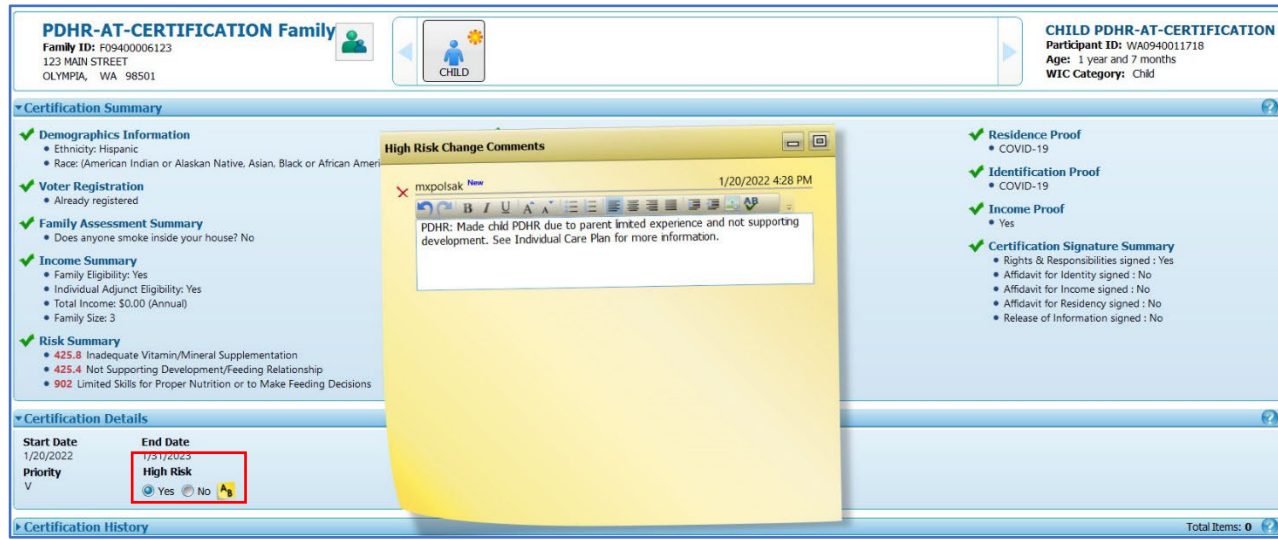
- The High Risk “Yes” radio button isn’t available after the CPA presses the **Certify** button.
- The CPA writes an **Alert** that the participant is PDHR.
- The CPA writes a note in the **Individual Care Plan** regarding why the participant is PDHR for continuity of care with the RDN.
- Cascades doesn’t designate the participant as high risk with the high risk icon.



# Staff Tool: Professional Discretion High Risk (PDHR)



## Making a participant PDHR at the certification appointment

| Steps   | Cascades Screen   |
|---|---|
| <p><b>Assess if the participant should be PDHR</b></p> <p>Make the participant PDHR when the CPA determines the non-high risk participant would benefit from seeing the RDN.</p>                            |  <p><b>Example:</b> The child has no high risk factors, but the CPA feels it's important the parent with limited experience who isn't supporting feeding development see the RDN for a high risk care plan.</p> |
| <p><b>Select High Risk "Yes" before pressing the Certify button</b></p> <p><i>Best Practice:</i> Write a Sticky Note on the Certification Summary screen sharing why the CPA made the participant PDHR.</p> |  <p style="text-align: right;"><b>Certify</b> <b>Cancel</b></p>  |

| Steps  | Cascades Screen   |
|--|---|
| <p><b>Write a note in the Individual Care Plan</b></p> <ul style="list-style-type: none"> <li><b>Required:</b> Write a note in the Individual Care Plan about why the CPA made the participant PDHR.</li> <li>Include “PDHR” in the title of the note.</li> </ul> <p>Cascades designates the participant as high risk with the high risk icon.</p> | <p>The screenshot shows the Cascades interface for a 'PDHR-AT-CERTIFICATION Family'. At the top, the family ID is F0940006123 and the address is 123 MAIN STREET, OLYMPIA, WA 98501. The child's information is displayed as 'CHILD PDHR-AT-CERTIFICATION' with ID WA0940011718, age 1 year and 7 months, and WIC Category: Child. The 'Family Care Plan' section shows 'CHILD PDHR-AT-CERTIFICATION' with a 'High Risk' status. Below this, there are sections for Anthropometrics, Dietary, Biochemical, Immunization, and Eco-Social. A 'Nutrition Assessment' section is highlighted with a red box, containing the text: 'Certification/POHR: Parent with limited experience not supporting feeding development of 19 month old. Needs support from dietitian and HRCP.'</p> |

## Making a Participant PDHR in Cascades at other times during the certification period

| Steps  | Cascades Screen   |           |             |     |                                    |     |                                     |     |                  |     |                  |       |  |
|--|---|-----------|-------------|-----|------------------------------------|-----|-------------------------------------|-----|------------------|-----|------------------|-------|--|
| <p><b>Assess if the participant should be PDHR</b></p> <p>Make the participant PDHR when the CPA determines the non-high risk participant would benefit from seeing the RDN.</p>   | <p>The screenshot shows the Cascades interface for a 'PDHR- AFTER-CERTIFICATION Family'. The family ID is F10700001974 and the address is 209 Main Street, OLYMPIA, WA 98501. The participant is identified as 'PARTICIPANT PDH...' with ESM SAF. The 'Assigned Risk Factors' section is highlighted with a red box. It includes a 'Quick Entry' form and a table of risk factors:</p> <table border="1"> <thead> <tr> <th>Risk Code</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>133</td> <td>High Weight Gain - BMI 18.5 - 24.9</td> </tr> <tr> <td>334</td> <td>Lack of or Inadequate Prenatal Care</td> </tr> <tr> <td>344</td> <td>Thyroid Disorder</td> </tr> <tr> <td>371</td> <td>Maternal Smoking</td> </tr> <tr> <td>427.4</td> <td>Inadequate Vitamin/Mineral Supplementation</td> </tr> </tbody> </table> <p>A comment box is also visible, containing the text: 'Making participant PDHR due to High Weight Gain identified after certification'.</p> | Risk Code | Description | 133 | High Weight Gain - BMI 18.5 - 24.9 | 334 | Lack of or Inadequate Prenatal Care | 344 | Thyroid Disorder | 371 | Maternal Smoking | 427.4 | Inadequate Vitamin/Mineral Supplementation |
| Risk Code  | Description   |           |             |     |                                    |     |                                     |     |                  |     |                  |       |  |
| 133  | High Weight Gain - BMI 18.5 - 24.9  |           |             |     |                                    |     |                                     |     |                  |     |                  |       |  |
| 334  | Lack of or Inadequate Prenatal Care   |           |             |     |                                    |     |                                     |     |                  |     |                  |       |  |
| 344  | Thyroid Disorder  |           |             |     |                                    |     |                                     |     |                  |     |                  |       |  |
| 371  | Maternal Smoking  |           |             |     |                                    |     |                                     |     |                  |     |                  |       |  |
| 427.4  | Inadequate Vitamin/Mineral Supplementation  |           |             |     |                                    |     |                                     |     |                  |     |                  |       |  |
| <p><i>Example:</i> The pregnant participant has high weight gain identified later in the certification period. Washington WIC removed the automatic high risk distinction for High Weight Gain due to system issues. <b>Best practice recommendation:</b> Make pregnant participants with this risk PDHR and schedule with the RDN for follow-up and a High Risk Care Plan (HRCP).</p> |   |           |             |     |                                    |     |                                     |     |                  |     |                  |       |  |

|  |                               |
|--|-------------------------------|
| <p><b>Write an Alert</b></p> <ul style="list-style-type: none"> <li>• <i>Best Practice:</i> Write an Alert about the participant’s PDHR status.</li> <li>• Cascades doesn’t allow staff to change the high risk status after the certification unless an automatic high risk factor is selected in the participant’s file.</li> </ul>                                |                               |
| <p><b>Steps</b></p>  | <p><b>Cascades Screen</b></p> |
| <p><b>Write a note in the Individual Care Plan</b></p> <ul style="list-style-type: none"> <li>• <b>Required:</b> Write a note in the Individual Care Plan about why the CPA made the participant PDHR.</li> <li>• Include “PDHR” in the title of the note.</li> </ul> <p>Cascades <b>doesn’t</b> designate the participant as high risk with the high risk icon.</p> |                               |

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