

**Peer Counselor Caseload Management**

BF-1290.03

Effective Date: October 1, 2016

No. of Pages: 1

**Policy**

Peer counselors must maintain a full caseload based on hours worked. Peer Counselors will regularly add prenatal women and remove postpartum women to/from their caseload to maintain the required ratio.

**Purpose**

To increase the number of women who successfully initiate breastfeeding and meet their breastfeeding goal.

**Procedures**

- I. Peer Counselors shall maintain a caseload of three (3) times their weekly scheduled hours.
- II. Peer Counselors shall maintain a caseload with the following ratio:
  - A. At least fifty (50) percent prenatal participants
  - B. No more than thirty (30) percent postpartum zero (0) to five (5) months
  - C. No more than twenty (20) percent postpartum six (6) months plus.
- III. Peer counselors shall remove the following from their caseloads:
  - A. Participants with three documented unsuccessful attempts to contact within forty-five (45) days of the last documented contact.
  - B. Participants no longer breastfeeding.
  - C. Participants who no longer wish to participate in the program.
  - D. Dyads as they approach twelve (12) months postpartum.

**Authority**

Georgia WIC Program Policy

**Definition/Supporting Information**

(None)