

WIC Van/Bus/RV Checklist

Use this checklist to ensure you have what is needed for the WIC van, bus or RV. The “required items” must always be visible, while “other items” are recommended depending on the WIC services provided.



Required items for all vans, buses or RVs

- Fire Extinguisher
- And Justice for All poster
- First Aid Kit
- Fair Hearing poster

Other items to have available

- Fuel - check for gas credit cards
- Guide to Helpful Programs and Services
- Welcome to WIC Guides
- Approved Foods Shopping Guides
- Van Log - fill out
- Rights & Responsibility Cards
- Breastfeeding Referral List
- Voter Registration Cards
- Laminated Health Histories
- Laminated Rights & Responsibilities

Equipment & Supplies

- Laptop
- Signature Pad
- Card Reader
- Power/Extension Cords
- Printer & Paper
- Mi-Fi/Cradlepoint
- Clipboard
- Dry Erase Markers
- Neon Vest
- EBT Cards (return to stock at end of day)

Breastfeeding Equipment & Supplies

- Multi-User Pump
- Manual Pump
- Single-User Pump
- Collection Kit
- Breast Pump Release Forms
- Black Breastfeeding Bags
- Breastfeeding Go-Bag (bras, pamphlets, etc.)

Lab Supplies

- Hand Sanitizer
- Gloves
- Alcohol Pads
- Gauze
- Lancets
- Micro-cuvettes
- Band-Aids
- Sharps Container
- Biohazard Bag
- Paper Towels
- Sanitizer Spray
- Barrier Paper

All Equipment Secured for Travel

- A/C Unit
- Blood Collection Equipment
- Portable Step Stool
- Laptop/Printer
- Safety Triangles
- Stools
- A-frame Chalkboard & Chalk
- Weighing/Measuring Equipment

Nutrition Education Supplies

- Class list
- Self-Paced NE Lessons

Tips:

- Advertise where the van, bus or RV will be a few days in advance.
- Place safety triangles around mobile unit when parked.
- Before departure, pick up outside sign, chairs, safety triangles, etc.

