

ACTION MEMO #14-22

MEMORANDUM

TO: District Health Directors

FROM: Debra L. Keyes, MA, RD 
Director
Georgia WIC Program

DATE: July 3, 2014

RE: Data or Participant Requests from Researchers

The purpose of this memorandum is to provide guidance on the request for access to participants and data made by researcher to WIC Nutrition Services Directors and other local agency WIC staff.

The Georgia WIC Program supports research initiatives that seek to explore the correlation between the nutritional benefit that WIC provides to eligible individuals and the impact on health outcomes, and outreach initiatives and partnerships designed to enhance the health outcomes of our participants.

The Georgia Department of Public Health (DPH), which administers the Georgia WIC Program, has instituted a Data Request Policy that requires all requests for WIC data for research projects to be submitted for approval through the Georgia Public Health Information Portal (PHIP). The PHIP is an online system where you can request public health data from DPH. For more information about the PHIP and to access the PHIP, please visit <http://dph.georgia.gov/phip-data-request>.

The Georgia Department of Public Health maintains an Institutional Review Board ("Board") that is charged with assuring that the rights of human subjects of research conducted or sponsored by the Department are protected as outlined in federal and state policies and regulations. All research projects seeking access to WIC participants for research purposes must be submitted to the Board for their review and approval prior to their initiation. For more information on this process, please visit the Institutional Review Board's website at <http://dph.georgia.gov/institutional-review-board>.



If you have any questions pertaining to PHIP, please contact the Data Coordinator, Ms. Demetrice Jordan, at (404) 657-8754 or datarequest@dhr.state.ga.us. If you have any questions about the process for submitting an application to the DPH Institutional Review Board, please contact the Director of Science, Research, and Academic Affairs, Mr. Luke Fiedorowicz, Ph.D., at (404) 657-8754 or submit an inquiry by email to datarequest@dhr.state.ga.us.

If you have any questions regarding this memo, please contact Shameyrae Miller, Deputy Director of WIC Program Integrity & Strategy, at (404) 657-2917 or by email at Shameyrae.Miller@dph.ga.gov. Thank you for your partnership, as we strive to improve the health of all Georgians and for your cooperation in this endeavor.

- c: District Nutrition Services Directors
- District Program Managers
- District Administrators
- WIC Deputy Directors
- WIC Managers