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George, Amy R (HSS)  
RE: October 4 WIC Update

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**From:** Wayne, Kathleen A (HSS)  
**Sent:** Friday, October 04, 2013 4:03 PM  
**To:** HSS DPA WIC Coordinators; 'Christy Wallace'; 'James L. Welch'  
**Cc:** HSS DPA WIC Anchorage; HSS DPA WIC Juneau; Olejasz, Aimee M (HSS); 'Danielle Rybicki'  
**Subject:** RE: October 4 WIC Update

Hi Everyone,

I just received this important information about transfers and wanted to share with you. We will update the Readiness Guide as soon as possible. If you have questions, please contact the SPIRIT HelpDesk at 334-4900.

Thanks,  
Kathleen

Transfers are not possible between a clinic that is on the SPIRIT system and one that is still on AKWIC. Currently the only clinics on SPIRIT are the Municipality of Anchorage clinics and Norton Sound. Some possible situations are:

1. A participant from Muni/L Street comes into the AFS/Wasilla clinic (on AKWIC) and wants to transfer, the staff at Wasilla will have to contact the L Street clinic staff and ask them to update the AKWIC file with health information, recertify, print checks, and mail the checks to the new address in Anchorage. So if measurement's are required, they would be done at Wasilla but recorded in L Street. It would be a good practice to keep a list of all the participants that require this type of cooperative exchange for services. After Wasilla is on SPIRIT, these participants can be transferred to L Street.
2. A participant from Palmer comes into Regional. Again a phone call will be needed. The staff at Regional will talk to the Palmer staff and have Palmer update the participant's file, performing whatever services the client requires.
3. In the case of a participant not remembering whether she has been on WIC before, call or email the WIC SPIRIT Help Desk and they will determine whether the person is in AKWIC. Do not create a new participant folder in SPIRIT without verifying with the WIC SPIRIT Help Desk that the person is not in the system.

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**From:** Wayne, Kathleen A (HSS)  
**Sent:** Friday, October 04, 2013 2:40 PM  
**To:** HSS DPA WIC Coordinators; 'Christy Wallace'; 'James L. Welch'

**Cc:** HSS DPA WIC Anchorage; HSS DPA WIC Juneau; Olejasz, Aimee M (HSS); 'Danielle Rybicki'

**Subject:** October 4 WIC Update

Hi All,

As you know, the Alaska WIC Program will continue to operate normally through October 31<sup>st</sup>. State WIC agencies are using federal FY 13 carryforward funds, state funds, and FFY 13 reallocated food funds to cover October administrative and food costs. Let's hope that a FFY 14 operating budget will be approved before November. The Alaska SNAP Education and Obesity Prevention Program and the Commodity Supplemental Food Program are also operating under normal business operations in October.

Kathleen



Team SPIRIT

1. SPIRIT Training--We had a very successful week of SPIRIT Pilot training with Municipality and Norton Sound Staff and are extremely excited about starting our pilot operations next week. Here are few comments from the training participants this week .

**Here's what SPIRIT Trainees are saying:**

***"SPIRIT Training has been informative and valuable for clinic user groups. SPIRIT is an intuitive system that helps alleviate mistakes and ensure proper follow up. We look forward to the new capabilities the system will provide and working through the challenges together". Kendra Miller, Norton Sound***



***“I am very impressed with the training approach that is being used for the SPIRIT training! The team, including the State WIC staff (Dana, Jennifer and Elaine), the State help desk staff (Jeff and Shatawn), the State SPIRIT staff (Terry and Chris) and Bobbi Walker with Walker computing have all been immensely helpful! (Thanks as well to Bart, Bryce and John who have assisted with computer hardware or software problems off and on all week.) The Captivate modules are extremely well-written and easy to follow. They are short enough to really begin to understand what you are working on before you move on to the next topic. The training is organized in a manner that allows us to learn about a particular action in the database, and then do it ourselves. The hands-on aspect has really helped our staff to feel more comfortable going back into clinic next week. Several staff have told me that they became increasingly less anxious as the week has progressed and they had the opportunity to practice the new information they have learned. Additionally, what we are doing today (Friday) is trying adhoc scenarios that frequently come up in our specific clinic situations. This is really helping us to problem solve how to modify our "AKWIC" protocols/processes to work in SPIRIT. Many aspects of the database work so much more efficiently than AKWIC did. We are all excited to be able to put this new program in place on Monday. Thanks to everyone involved for a great training”!*** Pam Phillimore, Municipality of Anchorage

2. Breastfeeding Support Service Newsletter: This fiscal year we no longer the Breastfeeding Support Listserve. I will be sending the newsletter directly to peer counselors and in the Friday Update to be sent out to local agencies clinics. Please forward the Breastfeeding Support Service Newsletter on to your local agency staff if you would like them to have it. If you have any questions please contact Danielle Rybicki at [drrybicki@uaa.alaska.edu](mailto:drrybicki@uaa.alaska.edu).
3. Vendor Update--- Erin Khmelev will join the Vendor Unit on Monday, October 14, in the position Alice Albrecht left in July. Erin’s phone number will be 907/465-8630.
  - Gina Roust will be out of the Vendor office from October 7 through October 30, and not checking email. If you need assistance during October, call the main line, 907/465-3100, and Amy George will direct your call to the available staff member.
  - Fall Price Surveys/Inventory Sheets were distributed to vendors today, with a due date of November 18.

- We hope to have a revised and corrected Food List/Participant ID booklet sent to the printer by the end of October. If you need booklets, we still have a small number of them on hand; email Sandy Harbanuk ([sandra.harbanuk@alaska.gov](mailto:sandra.harbanuk@alaska.gov)) the number you need for a 2-3 week supply, and we'll divvy up the remaining copies.