



Idaho State WIC Office
 Phone: 208-334-5948
 Fax: 208-332-7362



IDAHO DEPARTMENT OF
HEALTH & WELFARE
 DIVISION OF PUBLIC HEALTH

DATA REQUEST FORM

Requests for data from the Idaho State WIC office must be submitted using this form. For a data request to be completed, responses must be provided to ALL questions below. Please do not leave any blanks; use N/A if a question is not applicable to the request. Please email the data request to the WIC Help Desk (wichd@dhw.idaho.gov) by clicking the button above.

Date Requested		Date Completed (State Office use only)
First Name	Last Name	Title
Organization	Email	Phone

Date Needed By (Please allow a minimum of two (2) weeks from date requested)
Data Requested
Date Range (i.e. m/d/yy-m/d/yy, Federal FYXX, State FYXX, Calendar Year XX)
Data Population (i.e. specific health district, clinic, all of Idaho)
Would you like data to include enrollment or participation numbers? (Enrollment includes all who are certified and active in WISPr during the date range - whether receiving WIC services or not; participation includes only those who are receiving WIC services during the date range.)
Enrollment Participation N/A
Specific Requirements (i.e. required fields or categories, numbers vs. percentages)
Reason for Request
Who will be using the data?

- Data will be provided in .xlsx format (Microsoft Excel) unless otherwise specified.
- Data is not available for the current month until the 10th of the following month.
- Unless stated otherwise, it will be assumed that this is a one-time request. If you wish to make this a regularly scheduled data request, please contact the State office (208-334-5948, toll free 866-347-5484, wichd@dhw.idaho.gov).

This institution is an equal opportunity provider.