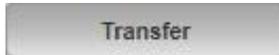




Transfer Family or Participant

Transfer Family

1. Click: Transfer on family information page



2. Select: Clinic family is transferring into from drop down list

Transfer Family F265720 (Slim Vvvfff)

Current Clinic: Canyon County WIC

Transfer Family to Clinic: (305) Nampa

NEXT **CANCEL**

3. Click: Next

4. Read: Reminder message

REMINDER:

Please ensure that you have completed the following prior to transferring this family:

- Verify the identity of the Participant
- Verify the address of this Family
- Review and sign the Participants Rights & Responsibilities

FINISH **CANCEL**

5. Click: Finish if all transfer information is correct

6. Success message will appear if Family transfer is successful

Successfully transferred F265620 from Canyon County WIC/301 to Orofino/204.

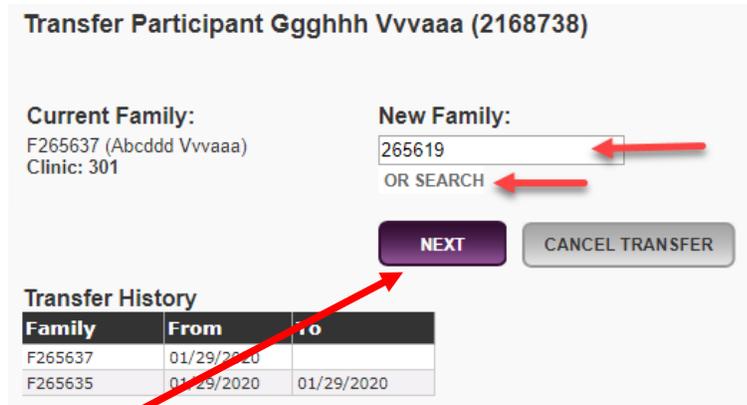


Transfer Participant

1. Click: Transfer Participant on the Participant Summary page



2. Enter: New family's number
OR
Click: Search to search for new family's number



Transfer Participant Ggghhh Vvvaaa (2168738)

Current Family:
F265637 (Abcddd Vvvaaa)
Clinic: 301

New Family:

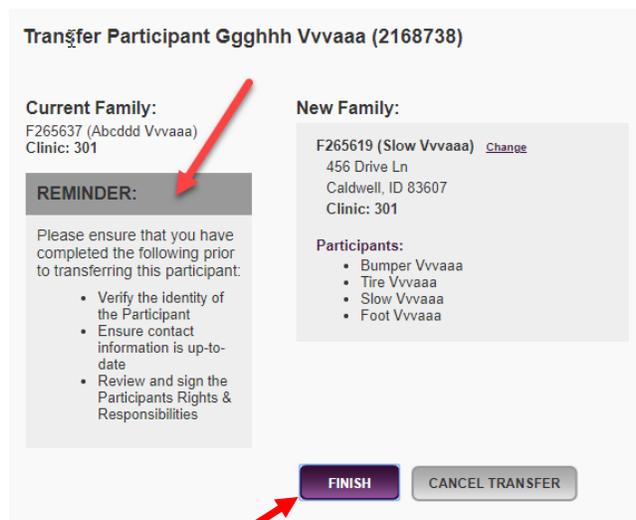
OR SEARCH

NEXT **CANCEL TRANSFER**

Transfer History

Family	From	To
F265637	01/29/2020	
F265635	01/29/2020	01/29/2020

3. Click: Next
4. Read: Reminder message



Transfer Participant Ggghhh Vvvaaa (2168738)

Current Family:
F265637 (Abcddd Vvvaaa)
Clinic: 301

REMINDER:

Please ensure that you have completed the following prior to transferring this participant:

- Verify the identity of the Participant
- Ensure contact information is up-to-date
- Review and sign the Participants Rights & Responsibilities

New Family:
F265619 (Slow Vvvaaa) [Change](#)
456 Drive Ln
Caldwell, ID 83607
Clinic: 301

Participants:

- Bumper Vvvaaa
- Tire Vvvaaa
- Slow Vvvaaa
- Foot Vvvaaa

FINISH **CANCEL TRANSFER**

5. Click: Finish if all transfer information in correct
6. Success message will appear if Participant transfer is successful

Successfully transferred Ggghhh from F265637 to F265619





IDAHO DEPARTMENT OF
HEALTH & WELFARE
DIVISION OF PUBLIC HEALTH



This publication was made possible by Grant 207IDID7W1003 from the United States Department of Agriculture. Its contents are solely the responsibility of the Idaho WIC program and do not necessarily represent the official views of the USDA.

WIC is an equal opportunity provider.

