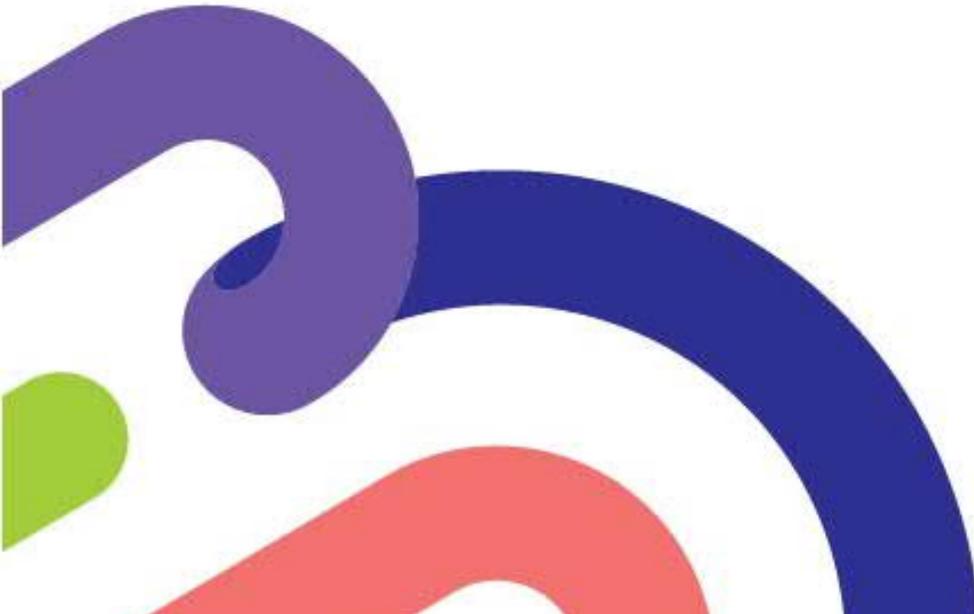




Idaho WIC Training

WIC Computer System 101

Trainer



IDAHO DEPARTMENT OF
HEALTH & WELFARE
DIVISION OF PUBLIC HEALTH

WIC is an equal opportunity provider.

What Will They Learn?

Introduction to the WIC computer system, WIC Information System Program, or WISPr implemented in 2012. The goal of this guidebook is to introduce you to how to use the WIC computer system as well as basic functions and features. It is essential to providing WIC services, documentation, and benefits issuance. In the guidebooks WISPr is referred to as the WIC computer system.

Instruction Level

Prerequisite: Overview

Items Needed for This Course

- Access to the Idaho WIC website wic.dhw.idaho.gov
 - QRC (Quick Reference Cards)
 - Policy Manual - Definitions and acronyms
- Access to WISPr Production Environment wispr.dhw.idaho.gov
- Access to WISPR Training or UAT Environment wispruat.dhw.idaho.gov
- Access to the video [New WISPr Updates](#) (if available in your local agency)
- HWC user ID and password (Ask your trainer)

Recommended Time

- Approximate time it takes to complete the WIC Computer System course: 30-60 minutes
- Approximate time it takes to complete the activities and discussion: 30-60 minutes

Module 1: Introduction

In addition to the main activities, the trainee may be asked the following items within this module (look for the discussion symbol in the Activities Workbook):

- Ask your trainer how your local agency documents in the staff notes and alerts.
- Ask your trainer how your local agency documents in the staff notes and alerts.

Module 2: Function and Features



Activity 1

Using the guidance under the searching participants section, the trainee will be asked to login to WISPr (recommend UAT environment). They will be asked to search participants with different combinations with name and DOB etc. and observe how the search results can vary. The trainer can offer suggestions on popular names (i.e. smith) that may yield greater results.