



Memorandum

#10-011

TO: Regional Medical Directors for
Health Service Regions 4/5, 6 & 5 South, 9/10 and 11
WIC Local Agency Directors

FROM: Linda Brumble, Unit Manager
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: February 19, 2010

SUBJECT: Evaluation of the *New WIC Food Package*

Texas WIC is collaborating with the Texas A&M University Institute for Obesity Research & Program Evaluation and the University of Texas on an evaluation of the *New WIC Food Package*. ***The Staff Food and Nutrition Questionnaire (STAFAN)*** was developed and piloted expressly to learn about WIC staff current beliefs and practices regarding the new food package and to help evaluate the wellness program for WIC employees (WIC Wellness Works). You have already participated in the pre-roll-out questionnaire, and now is the time for the post-roll-out questionnaire for STAFAN.

All local agencies will receive a package containing STAFAN questionnaires. Please make sure your agency administers the questionnaires to all **staff** members.

We are asking each WIC Director appoint someone to coordinate this effort at your agency. The survey's success depends heavily on the hard work of clinic staff. Therefore, we hope to streamline the process as much as possible for WIC staff, while also maintaining the integrity of the information collected.

Here is a description of the process and schedule:

STAFAN Administration

The STAFAN package will include:

- STAFAN Questionnaires* (each local agency will receive the appropriate number based on number of staff)
- Consent Forms*
- Implementation and Administration Instructions*
- Prepaid FedEx Airbills* for returning the questionnaires

STAFAN Schedule

Each local agency should receive the *STAFAN Questionnaire* package by **the second week of February and should FedEx the completed questionnaires back by the second week of March**. We would greatly appreciate your help in making sure the *STAFAN Questionnaires* are filled out and returned in a timely manner.

Thank you in advance for all your help and co-operation. If you have questions or need more information about the administration of the STAFAN, please contact Texas A&M STAFAN representatives Asha Girimaji at asha.g@tamu.edu, or Cassie Diep at csdiep@tamu.edu, (979) 458-2679 or Amanda Hovis, Nutrition Education Consultant, at (512) 341-4514, amanda.hovis@dshs.state.tx.us, or Paula Kanter, Nutritionist, Nutrition Education/Clinic Services Unit, at (512) 341, 4574, paula.kanter@dshs.state.tx.us.