

<p style="text-align: center;"><b>Nutrition Services</b> <b>Department of State Health Services</b></p>
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Effective July 1, 2011

Policy No. GA:18.0

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**Research or Auxiliary Services Involving WIC Participants**

**Purpose**

To protect the confidentiality of WIC participants and to ensure that all WIC research and auxiliary services conducted at the local agency (LA) are appropriate and reasonable.

**Authority**

State Policy

**Policy**

State agency (SA) approval shall be obtained prior to any research or auxiliary service being conducted at a LA that would involve the use of WIC participants as subjects, the use of WIC participants' records, or any data collection from WIC participants.

**Definition**

**Auxiliary Services** – Any outreach or health/educational services provided to WIC participants by nutritional health or social programs, LA's parent organization etc. during the WIC visit.

**Research** – Any study, investigation, experiment, or survey aimed at the discovery of information or facts, the testing of a hypothesis or theory by external researchers, academic institutions, etc.

**Procedure**

- I. Any research conducted by LA WIC staff, the LA's parent organization, external researchers, academic institutions, graduate students, etc. intending to use WIC participants as subjects in research projects, shall obtain prior approval from the SA WIC Program. The Request For Research or Auxiliary Services From Texas Special Supplemental

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Nutrition Program for Women, Infants and Children (WIC) Clinics – Application Packet may be obtained at the WIC State Office – Clinic Services Branch.

- II. Any auxiliary service that involves WIC participants or WIC clinic space shall obtain prior approval from the SA WIC Program. The Request For Research or Auxiliary Services From Texas Special Supplemental Nutrition Program for Women, Infants and Children (WIC) Clinics – Application Packet may be obtained at the WIC State Office – Clinic Services Branch.
- III. If necessary, LAs shall also have the approval of their parent agency prior to any research or auxiliary services being conducted with WIC participants.
- IV. LAs have the right to refuse any research or auxiliary service request if the LA believes it would not be in the best interest of the participants or would be a burden to the LA staff.
- V. If the SA approves the research or auxiliary services, the entity conducting the research may need to submit an application to the DSHS Institutional Review Board (IRB) if deemed necessary by the SA. The DSHS IRB shall approve the research or service before it begins.