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Changes in UPC Codes

WIC staff works hard to ensure all WIC approved UPC codes are loaded and available for scanning by WIC authorized vendors, however, due to the nature of the food industry, UPC codes frequently change. Occasionally a WIC approved product that is included on the WIC customers shopping list as an available benefit may not scan. If your POS device will not allow the purchase of a WIC approved food item by the WIC Customer, you must not allow the item to be purchased. Vendors must use their POS system to determine if the item is WIC approved. Of course, this does not apply to fresh fruit and vegetables (see separate blurb on page 2).

If your POS device will not allow the sale of a WIC approved product that is included on the WIC customers shopping list, please notify the State WIC Office immediately at (517) 335-8937. Be sure to provide any error message indicated by your Point-Of-Sale device, as well as a description of the product and the full 12 digit UPC code number.



WIC Vendor Training Sessions

Group training sessions are being scheduled at this time for the following counties: **Allegan, Barry, Bay, Berrien, Branch, Calhoun, Cass, Eaton, Genesee, Hillsdale, Ingham, Jackson, Kalamazoo, Lapeer, Muskegon, Ottawa, Saginaw, Sanilac, Shiawassee, St Clair, St. Joseph, Tuscola, Van Buren & Wayne.** At least one representative from each store is **REQUIRED** to attend the training session. This includes independent vendors and chain outlets. **Failure to attend the required training may result in termination from the WIC program.**

Training notifications will be mailed to you via UPS with date, time and location of group training in your area. Training notifications will be sent **two weeks** prior to your scheduled training session. If you miss a scheduled training, contact the WIC office immediately to reschedule. Once the initial round of training sessions are completed, we will assess attendance to determine where and when additional sessions will be held.

Vendor Minimum Stock Change

As of September 1, 2015, the WIC Program revised the vendor minimum stock requirements concerning infant fruits and infant vegetables. Gerber 4 oz. 2-pack plastic tubs may be counted toward the 72 unit infant food minimum stock requirement. This revision allows WIC vendors the option of glass and/or plastic, and requires at minimum:

72 (4 oz.) glass jars consisting of at least one variety of single or mixed fruits AND one variety of single or mixed vegetables; **OR**

36 (4 oz. 2-pack) plastic tubs consisting of at least one variety of single or mixed fruits AND one variety of single or mixed vegetables (each 4 oz. 2-pack counts as 2 units towards the 72 unit requirement); **OR**

Any combination of 4 oz. glass jars and 4 oz. 2-pack Gerber plastic tubs that amount to a minimum of 72 units, consisting of at least one variety of single or mixed fruits AND one variety of single or mixed vegetables.

As a reminder, the Gerber 4 oz. 2-packs may not be separated and sold as single units. The Gerber 2-packs must be sold as a 2-pack only.

All WIC authorized vendors were previously sent notification of this change together with an updated WIC Vendor Minimum Stock Requirements Sheet.

Please contact your WIC Vendor Relations Analyst with any questions.

Rules For Selling Fresh Fruits and Vegetables

Vendors using stand alone point of sale devices, **you must enter the 4469 PLU code and the dollar amount of the sale.** If you try to scan a UPC for a package of fresh fruits or vegetables, the POS will return the "Not A WIC Item" error message. Vendors who use integrated system follow the appropriate in-store procedure at the cash register for selling WIC fresh fruits and vegetables.

It is a violation to use the 4469 PLU code to sell any food item other than WIC approved fresh fruits and vegetables. White potatoes like Idaho, russet, Yukon Gold, yellow, red and fingerling are WIC approved. Herbs, like cilantro, are **NOT** WIC approved.

Do not keep expired, stale, dried out, spoiled or moldy fruits and vegetables on display for sale. If, during a routine monitoring visit by a WIC representative, such items are observed, the store can be assigned 10 violation points per visit, and expired or spoiled produce will not be counted toward your minimum stock requirement.

As a reminder, the minimum stock requirement for fresh fruits and vegetables are two varieties of fruits and two varieties of vegetables for a total of \$25 retail or 10 pounds. For minimum stock purposes, white potatoes **DO NOT** count towards the minimum stock requirements. Yams and sweet potatoes **DO** count towards the minimum stock requirements. Lemons and limes count as one variety.

WIC Cash Value Benefit Increase For Woman Starting 10/1/2015

USDA recently notified all states that the monthly cash value benefit (CVB) for fresh fruits and vegetables for women has increased from \$10 to \$11 beginning on October 1, 2015. Vendors may now notice the increase in available fresh produce CVB dollars when performing a WIC transaction. Other than this \$1 increase, everything else should be business as usual. You are being made aware of this change in case you receive questions from a WIC customer.

Beech-Nut 100% Natural 4.25 oz. Glass Jar Infant Food NOT WIC Approved

The WIC Program has been informed that Beech-Nut is in the process of transitioning its 4.25 oz. Beech-Nut Naturals line of infant fruits and infant vegetables to 4 oz. glass jars. Beech-Nut will begin to ship the new 4 oz. glass jars nationally in October, however until all products are transitioned, availability will vary statewide. The UPCs for the new 4 oz. glass jars will be WIC approved

Voluntary Recall On General Mills Cheerios

General Mills has issued a voluntary recall on **Cheerios** and **Honey Nut Cheerios** that were produced on certain dates in July 2015 because of an undeclared allergen (wheat) which may have potential adverse health effects. This recall does not include **Multigrain Cheerios**.

Labeled as **Gluten-Free**, Cheerios and Honey Nut Cheerios are being recalled because an isolated incident resulted in wheat flour being inadvertently introduced into the gluten free oat flour system. WIC clients with wheat allergies, celiac disease or gluten intolerance should not consume products with these affected code dates:

Yellow Box Cheerios	Honey Nut Cheerios	Honey Nut Cheerios	Honey Nut Cheerios
14JUL2016LD	12JUL2016LD	17JUL2016LD	22JUL2016LD
15JUL2016LD	13JUL2016LD	18JUL2016LD	23JUL2016LD
16JUL2016LD	14JUL2016LD	20JUL2016LD	24JUL2016LD
17JUL2016LD	15JUL2016LD	21JUL2016LD	25JUL2016LD
	16JUL2016LD		

WIC clients will find these code dates on the "BETTER IF USED BY" area on the box top. Please instruct clients to return any affected Yellow Box Cheerios to the store for a replacement, if purchased with WIC benefits.

Honey Nut Cheerios is **NOT** WIC approved. Clients requesting refunds for Honey Nut Cheerios or have further questions should contact General Mills Consumer Services at 1-800-775-8370.

Point of Sale Price Loading

During routine monitoring visits to stores that use a WIC Point-of-Sale device (POS), WIC Program representatives have observed many instances where prices for WIC products have not been loaded into the POS device.

Though it is possible to enter a price for an item at the time of the sales transaction, it is highly recommended that all prices for WIC items be pre-loaded into the POS. Once the price is loaded for an item, the item need only be scanned and the loaded price will automatically register.

To load WIC prices, from the Main Menu select F4 "Retailer Options," then press the purple arrow down key to go to the next screen. Selection Option #3, "Load WIC Prices." Scan the UPC, or enter it manually, then enter the price for the item. Scan the next UPC to continue loading prices. When finished, press the green "Enter" key. When finished loading prices, press the red "Cancel" key and answer "Yes" to stop loading prices.

Once loaded, the price will stay the same until you change it using the same process as above. **MAKE SURE THAT THE PRICE LOADED IN THE WIC POS DEVICE ALWAYS MATCHES THE POSTED PRICE OF THE ITEM.** Failure to keep the POS price consistent with the posted price could result in overcharging, which is a serious violation of your WIC Contract.

All questions regarding the use of WIC/EBT stand alone Point-of Sale equipment, including:

*Hardware Problems
Programming*

*Transaction Questions
Additional Signage*

Changes in bank account to which your WIC reimbursements are deposited

should be directed to the **Xerox Help Desk at 1-888-529-1693**

Stores with integrated systems should contact their in-store IT person

Showing the Price of an Authorized WIC Item

Vendors please remember that it is a WIC contract violation if you do not show the price of a WIC approved item. WIC clients have the right to see what you are charging for particular item before making the purchase with their WIC benefits. It doesn't matter if the product is a box of cereal, a 64oz bottle of juice, or a can of infant formula powder, each individual item must be priced, or the price must be displayed near the item. Even if, for security purposes, you store your infant formula in another location other than the shelf, the amount you are charging for the formula must be visible to the client, either by displaying a sign with the price, or by pricing each individual item. As mentioned above, failure to do this is a violation of Section III #6 of the WIC vendor contract.

Purchasing Infant Formula for Resale to WIC Customers

Important reminder - the Michigan WIC Program requires that all WIC authorized vendors **MUST only purchase infant formula from wholesalers, distributors, and retailers licensed by the Michigan Department of Agriculture (MDA) or from infant formula manufacturers registered with the Food and Drug Administration.**

The MDA is available to answer any questions as to whether a wholesaler, distributor, or retailer is properly licensed or general questions you may have regarding licensing requirements and procedures. You may contact the MDA in a variety of ways:

Contact by phone: 1-800-292-3939

Contact by e-mail: mda-info@michigan.gov

Website: <http://michigan.gov/mdard>

Find a Licensed Michigan Business: [MDA Licensing, Certification and Registration](#)

If you are unable to confirm MDA licensure status or have any questions regarding this requirement, please call the WIC Vendor Relations Unit at (517) 335-8937. This line will be answered by a live person from 8:00am – 5:00pm Monday through Friday.

Also, you must retain all purchase records, receipts, and invoices for WIC approved foods for at least three (3) years.

Requirements for inventory and purchase records can be found on Page 7, Section IV of your WIC Vendor Contract. These requirements will be strictly enforced and inventory records not meeting them will not be accepted. Accordingly, it is strongly suggested that WIC vendors provide their infant formula suppliers with a copy of these requirements.

If you have any questions about any of these policies, please call the WIC Program at (517) 335-8937.

**Michigan Department of Health & Human Services
WIC Program, Lewis Cass Bldg., 6th Floor
320 S. Walnut
Lansing Michigan 48913
Phone: (517)335-8937 Fax: (517)335-9514**

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(1) Mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) Fax: (202) 690-7442; or (3) Email: program.intake@usda.gov.

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