



Vendor News

For Michigan Store Owners, Managers, and Cashiers

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SUMMER 2017

NEW WIC FOOD GUIDE – VERSION 2

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The WIC Food Guide has been updated and copies are included with this newsletter. This new edition, labeled as **Version 2**, features the new WIC logo and contains updates in several food categories. Please discard the previous WIC Food Guide and begin using Version 2 immediately.

For your convenience, below is a summary of the newly added or removed WIC foods in each food category. Please note, these changes do not impact the WIC Vendor Minimum Stock Requirements. However, vendors are strongly encouraged to stock as many varieties of WIC approved foods as possible.

Whole Grains 16 oz. Bread

Added

Best Choice 100% Whole Wheat Bread

Whole Grains – 16 oz. Tortillas

Added

Best Choice Whole Wheat Soft Taco 12 Count

Best Choice Taco Size 24 Count

Cold Cereals – 16 oz. or Larger

Removed

Malt-O-Meal Oat Blenders Honey

Malt-O-Meal Oat Blenders Honey & Almond

Cold Cereals – 11 oz. or Larger

Added Brand

Best Choice

Infant Cereal

Added Variety

Barley

Infant Fruits & Infant Vegetables

Added

Meijer Baby 4 oz. 2-pack tubs

Canned Beans

Added Brands

Best Choice

Always Save

Yogurt

Added Variety

Yogurt with fruit on the bottom

Added Brands

Best Choice

J & J

Mehadrin

INFANT FORMULA LABEL CHANGES

Mead Johnson has made minor changes to the labels of their powder infant formula products. The most significant change is removal of the owl graphic. The following images are represented on the updated infant formula insert. Please place the infant formula insert inside your new WIC Food Guide for easy reference.



Enfamil Infant



Enfamil
Gentlease



Enfamil AR



Enfamil
ProSobee



Enfamil
Reguline

SUMMER EBT FOR CHILDREN (SEBTC)

As noted in the previous Vendor News, The Michigan WIC Program received a USDA grant to continue the Summer Food EBT for Children Program (SEBTC) for the summer of 2017. Even though this Program is targeted for eligible school children in selected Public Schools and Intermediate School Districts in Arenac, Alpena, Bay, Clare, Detroit Public Schools, Genesee, Gladwin, Grand Rapids, Houghton, Kentwood, Midland and Tuscola, it is possible for these participants to use their SEBTC food benefits at any WIC authorized vendor in the state. Below are tips and reminders for processing SEBTC transactions:

- The Bridge Card issued to SEBTC participants is identical to the SNAP (Food Stamps) Bridge Card and the WIC Bridge Card, except the card will read “Summer EBT for Children.”
- **Since SEBTC uses your WIC system to process the SEBTC transaction, cashiers must select “WIC” when processing any SEBTC transaction.**

Because SEBTC uses the same system as the WIC EBT Bridge Card, it is possible for the cashier to process two separate “WIC” transactions; one for the WIC purchase and a separate transaction for the SEBTC purchase.

- It is strongly recommended item separation occur for ease of each intended transaction.

Due to most of the eligible SEBTC foods being the same as eligible WIC foods, it is strongly recommended that food items being purchased be separated by card type before any transaction is processed.

For example, SEBTC items should be processed separately and the transaction closed out before any WIC transaction. SEBTC items should be process separately and the transaction closed out before any SNAP/other form of tender transaction.

The reason for this transaction separation is to avoid cashiers having to void transactions before totaling, which would cause your cashiers to have to restart each type of transaction. This happens when it is discovered that foods intended for a WIC transaction were instead included as part of the SEBTC transaction. If this happens, then the participant would lose any WIC benefits intended to be deducted off their SEBTC card. The same situation could result when SNAP food dollars are inadvertently used to pay for SEBTC items.

- Vendors MUST maintain WIC vendor minimum stock requirements.

If you experience high volumes of SEBTC participants, you may need to adjust your inventory in particular food categories to ensure that you are still compliant with the WIC Vendor Minimum Stock requirements.

Your cooperation and participation in the SEBTC Program is very much appreciated. Your partnership during the SEBTC Program period (June 1, 2017 – September 4, 2017) assures that over **126,300** school age children are provided an opportunity for healthy, nutritious foods this summer.

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 and Rural Development (MDARD) or from infant formula manufacturers registered with the Food and Drug Administration.**

As online food sales are becoming more popular, please remember that all of the requirements for purchasing infant formula for resale to WIC customers still apply to online purchases. The seller must be licensed by the Michigan Department of Agriculture and Rural Development or registered with the Food and Drug Administration. Further, purchase records must also meet all the technical requirements in Section IV, page 7 of your WIC Vendor Contract.

MDARD 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 MDARD 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: [MDARD Licensing, Certification and Registration](#)

If you are unable to confirm MDARD 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 or visit our website at www.michigan.gov/wic.

Infant Formula Manufacturers Registered with the FDA

Mead Johnson
Mead Johnson Nutritionals
2400 West Lloyd Expressway
Evansville, IN 47721

Abbott Laboratories
Abbott Nutrition
3300 Stelzer Road
Columbus, OH 43219

Nestle USA
Nestle Infant Nutrition
12 Vreeland Road Box 697
Florham Park, NJ 07932

Nutricia North America*
(Formerly Scientific Hospital Supplies (SHS) North America)
Nutricia North America
9900 Belward Campus Drive Suite 100
Rockville, MD 20850

*SHS International, based in the UK, manufactures most of Nutricia North America Products. Nutricia North America distributes the products in the US

RULES FOR SELLING FRESH FRUITS AND VEGETABLES

Vendors selling fruits and vegetables using a stand alone point of sale (POS) device 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 using integrated eWIC systems should follow the appropriate in-store procedure at the cash register for selling WIC fresh fruits and vegetables.

It is a serious violation of your WIC Vendor Contract to use the 4469 PLU code to sell any food item other than WIC approved fresh fruits and vegetables.

As a reminder, the minimum stock requirement for fresh fruits and vegetables is two varieties of fresh fruits and two varieties of fresh vegetables for a minimum total of \$25 retail or 10 pounds. Additionally, do not keep expired, stale, dried out, spoiled or moldy fruits and vegetables on display for sale. Expired or spoiled produce will not be counted toward your minimum stock requirement.

Please see separate article below regarding alternate forms of payment for fresh fruits and vegetables.

ALTERNATE FORMS OF PAYMENT FOR FRESH FRUITS AND VEGETABLES

Should the total of fresh fruits and vegetables exceed the dollar amount available on the customer's WIC card, vendors must offer the WIC customer the opportunity to pay the difference using an alternate form of payment or return some products. This alternate tender can be whatever the vendor accepts and the WIC customer decides to use (i.e., cash, check, Food Stamp Bridge Card, credit or debit card).

CHANGES OF OWNERSHIP OR CHANGES IN SHAREHOLDERS/STOCKHOLDERS/OFFICERS

Reminder: In accordance with Section XI of your WIC Vendor Contract, WIC authorization is not transferrable to a new owner. You must contact the WIC Program immediately if there is, or will, be a change of ownership. Once the store has changed ownership, the store is no longer authorized to accept WIC transactions. Consideration under the change of ownership exception is not guaranteed, and will be reviewed and applied on a case by case basis by the WIC Program.

If there is, or will be, a change of shareholders, stockholders or officers, you must contact the WIC Program in order for the change to be evaluated. A change of shareholders, stockholders or officers may result in disruption of your ability to process WIC EBT transactions.

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, sex, disability, age, or reprisal or retaliation for prior civil rights activity in any program or activity conducted or funded by USDA.

Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination; complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: http://www.ascr.usda.gov/complaint_filing_cust.html, and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

(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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