



Vendor News

For Store Owners, Managers, and Cashiers

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Application Period for Central Cycle Contracts

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As you were notified in the December 2015 Newsletter, application for vendors in the central cycle were due February 16, 2016. All timely application are currently being reviewed for accuracy and completeness. If an application is missing information or requires clarification, it will be returned to the vendor for appropriate action.

All applicants will be notified in writing, of a decision regarding their application no earlier than May, 2016. Approved vendors will receive a three year contract beginning July 1, 2016 through June 30, 2019. Vendors not selected for WIC authorization will be notified in writing and placed on a waiting list.

New Vendors selected for authorization will require a pre-authorization site visit and will be eligible to process WIC transactions only upon receipt of a fully executed contract, but not before July 1, 2016. A WIC representative will contact any new vendors to schedule the site visit.

Vendors who were previously authorized for WIC, and whose contract are

WIC Vendor Training Sessions

Group training sessions continue to be scheduled for various areas throughout Michigan. If your store is required to attend one of these sessions a training notifications will be mailed to you via UPS verified delivery. This training notice will contain the date, time and location of group training session in your area. Training notifications will be sent about two weeks prior to your scheduled training session. If you miss a scheduled training, please contact the WIC office immediately.

At least one representative from each store is REQUIRED to attend the training session. This includes both Independent vendors and chain outlets.

Change Of Ownership During application Processing Period

For the CENTRAL counties, the new owner of a WIC authorized store will not be considered for authorization under the change of ownership policy if the change of ownership occurs between May 31, 2016 and June 30, 2016.

If a Change of ownership of a currently authorized vendor in the CENTRAL part of the state occurs between May 31, 2016 and June 30, 2016, the new owner may submit a request for application for WIC authorization. Upon receipt, the application will be placed on a waiting list for consideration s a new store after July 1, 2016

New WIC Food Guide & New WIC Approved Foods Coming Soon

The current WIC Food Guide (effective October 15, 2013) is being revised and will become available this summer. The number of new WIC Food Guides your store will receive is based on the number of cash registers you reported on your WIC Vendor Application. Do not contact our office to request new WIC Food Guides as they will be sent to your store automatically when they become available. The new WIC Food Guide will include two new product categories-whole wheat pasta and yogurt. Below is a preview of these new products.

WHOLE WHEAT PASTA – Allowed: 16 oz. whole wheat/whole grain pasta only. Any shape such as elbows, penne, rotini, spaghetti and spirals; Organic. **Not allowed: Pasta with added sugar, fats, oils or salts. Pasta made from rice, quinoa, flax, corn or vegetables.**

Allowed whole wheat pasta brands:



YOGURT-Allowed: Nonfat/lowfat, plain/any flavor 32oz tubs; 4 oz 4-pack (16 oz total); 4 oz 8-pack (32 oz. total). **NOT ALLOWED:** Whole milk yogurt, yogurts with mix-in items such as candy, granola or nuts; Greek yogurt; artificial sweeteners; drinkable yogurt; yogurt in bottles, tubes or pouches; Activia; Organic.

Allowed yogurt brands:



As a reminder, whole wheat pasta and yogurt products will become WIC approved as of the effective date of the new WIC Food Guide. Vendors will not be required to carry whole wheat pasta or yogurt products, and there will be no change to current WIC Vendor Minimum Stock Requirements. However, vendors are strongly encouraged to stock as many varieties of WIC approved foods as possible.

Gerber 4 oz. 2-Pack Plastic Tubs are WIC Approved

Gerber has transitioned their infant fruit and vegetable 4 oz. glass jars to 4 oz. 2-pack plastic tubs. These new Gerber 4 oz. 2-pack plastic tub products are WIC approved, they WILL count toward the minimum stock requirement for the infant fruits and infant vegetables food category. The 4 oz. 2-packs may NOT be separated and sold as single tubs. The 2-packs must be sold as a 2-pack only

Vendors are required to have in stock at least 72 jars total of at least one variety single or mixed fruit AND one variety of single or mixed vegetable in 4 oz. glass jars in the Gerber, Beechnut, Meijer Naturals or Meijer Baby brand.

As a reminder, Gerber 4 oz. 2-pack plastic tubs count as 2 units towards the 72 unit requirement.

Similac Expert Care Alimentum Powder Formula Changes

Abbott Nutrition has announced a size, label and name change for Similac Expert Care Alimentum powder infant formula. Currently, this product is available as a 16 oz powder can, but is being converted to a 12.1 oz. powder can. The new 12.1 oz. powder cans became available in March, and has a new UPC code. Additionally, the new label changed to only read Similac Alimentum, and the words “Expert Care” were removed. Both products labeled as either “Similac Expert Care Alimentum” or “Similac Alimentum” will continue to be WIC approved **only for clients who have this specific formula benefit.**



Fruit & Vegetable Party Trays/Platters **NOT WIC Approved**

A party tray is a platter of fresh fruits and/or vegetables (with or without dips) as something that is marketed as a prepared party tray, meant to be purchased and served to a group of people at a gathering or a party. In accordance with USDA policy, party trays are not allowed to be purchased with the WIC cash-value benefit.



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.**

The 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: [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.

Infant Formula Manufacturers Registered with the FDA

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

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

Abbott Laboratories
Abbott Nutrition
3300 Stelzer Road
Columbus, OH 43219

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*

WIC Program Integrity

In its continued efforts to contain costs and prevent fraud and abuse, the WIC program recently terminated and disqualified the following vendors from the WIC program due to violation of WIC program policies and procedures:

Michigan Livernois	Detroit, MI	K&M Market	Lansing, MI
Toolans Delicatessen	Lansing, MI	Treeside Market	Columbus, MI
Fannies Corner	Grand Rapids, MI	Five Star Liquor	Dearborn, MI
J&M Discount Beverage	Grand Rapids, MI	Western Convenience	Grand Rapids, MI
L&L Market	Grand Rapids, MI		

Among the violations on which many termination actions are based, the most frequent include **failure to properly maintain purchase and inventory records** as required in Section IV of your WIC Vendor Contract. A Termination action based on the requirement may also result in a claim against the vendor by the WIC program to recoup unsubstantiated payments made to the vendor.

Another common violation is **failure to follow UPC scanning procedures** listed in Section III #7 of the WIC Vendor Contract. Failure to follow proper UPC scanning procedures is subject to sanctioning based on Section C #2 of the Vendor Sanction Policy- *“Charging the WIC Program for food (by UPC code) not received by the client.”*

In accordance with Federal Regulations and the Vendor Sanction Policy, three documented instances of this violation requires termination of the WIC Vendor Contract and a 3 year disqualification. As this is a mandatory Federal sanction, the Michigan WIC Program has no discretion regarding application of this sanction for this violation.

Also, the vendor may be terminated and disqualified from WIC based on SNAP (Food Stamps) termination and disqualification. The following WIC vendors were disqualified from the WIC program as a result of being terminated and disqualified from SNAP:

Anthony’s Party Store	Monroe, MI	1910 Meat Market	Lansing , MI
Town Market	Melvindale, MI	Bottle Shop	Detroit, MI

WIC Vendor Conference

You asked for it, we listened! The WIC Vendor Management and Operations Section is currently planning a vendor conference later this year. This 1-day conference will feature information sessions, discussions and presentations relevant to anyone involved with WIC at your store. Watch your mail for registration information and stay tuned for additional details in the June issue of Vendor News.

WIC Public Comment Period

The Department of Health & Human services will accept written comments regarding the operation of the Michigan WIC Program between March 1, 2016 and April 30, 2016.

The public comment period provides an opportunity for WIC clients and vendors to comment or make suggestions regarding current WIC policies and procedures. This is the time to voice any concerns you may have regarding the WIC Program.

Please submit written comments to:

**Michigan Department of Health & Human Services
WIC Program, Lewis Cass Bldg., 6th Floor
320 S. Walnut
Lansing Michigan 48913**

**ALSO PLEASE DISPLAY THE ENCLOSED FLYER
IN A PROMINENT LOCATION IN YOUR STORE**

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

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](http://www.ascr.usda.gov/complaint_filing_cust.html), (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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