



Vendor Mail

..... Vendor Updates

First Quarter 2017

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Application Period for Prospective Vendor Locations

The application submission period for new vendor authorization, will open March 1, 2017, and close May 31, 2017.

Please visit the program website dph.georgia.gov/vendor-application-and-forms to review selection criteria and retrieve documents to correctly complete an application. To avoid delays with processing an application, please ensure that all submitted documentation is complete and accurate.

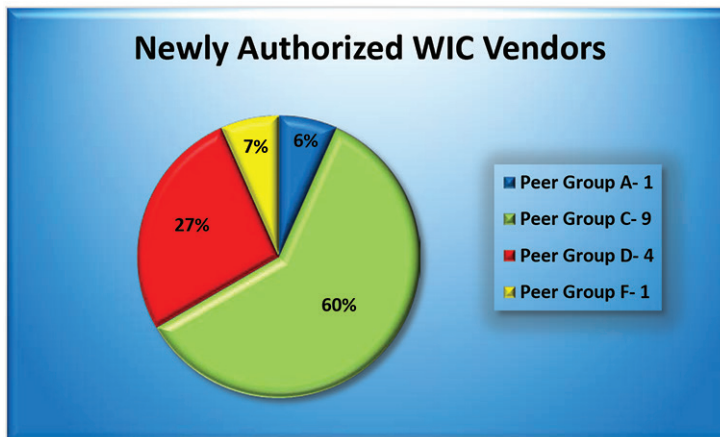
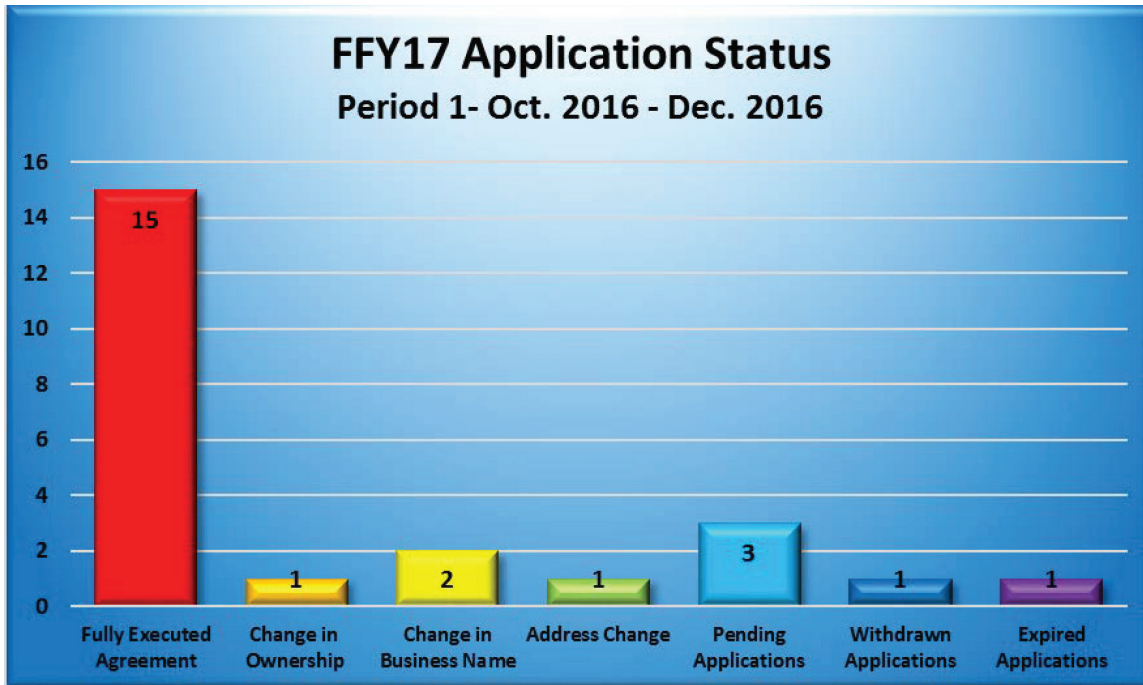
Georgia WIC has two (2) open application periods during each Federal Fiscal Year (FFY):

- **Period 1: Oct. 1 – Dec. 31**
- **Period 2: March 1 – May 31**



Federal Fiscal Year 2017 Period 1 Application Status

During the Federal Fiscal Year (FFY) application submission period 1, Georgia WIC received 23 applications. Of those received, 12 new store locations were authorized. The status of the 23 applications is illustrated below.



There were no newly authorized WIC Vendors for Peer Groups B, E and G.

Peer Group	
Peer Group	Type
A	Small
B	Medium
C	Chain
D	Large Independent
E	Military Commissary
F	Pharmacy
G	Above 50%

Compliance Corner



- Provide at least a 21-day advance written notice of the effective date of any changes, including:
 - Change in ownership
 - Closure of business
 - Change of address or location
 - Change of business operations
- Minimum inventory items must be maintained at all times.
- Expired foods do not count toward the required minimum inventory.
- Please review all warning notices carefully and take corrective actions in a timely manner.
- Contact the Vendor Relations Unit for technical assistance as needed.

Payment of WIC Food Instruments

To ensure payment of WIC food instruments and Cash Value Vouchers (CVV), please observe the following practices:

1. Food instruments must be accepted on the “First Day to Use” date through the “Last Day to Use” date.
2. An authorized WIC vendor stamp must appear on the food instrument when deposited.
3. Vouchers must be deposited within 60 days of the “First Day to Use” date.
4. The amount of the purchase must be entered in the “PAY EXACTLY” space in black ink.
5. A signature must be obtained, in black ink, at the time of purchase after the amount has been placed on the food instrument.
6. No CHANGE is given for purchases less than the face value of the CVV.
7. No tax is charged on purchases less than the face value of the CVV.

Facts About Beans

What are mature beans?

When seeds in the bean pod grow to their full size and maturity, the term “mature beans” is used.

Examples of mature beans:

- Kidney beans
- Butter beans
- Black beans
- Navy beans

Participants can only buy mature canned beans when “BEANS” (1 lb. dried or four cans 15 to 16 oz.) is printed on the food instrument.

What are immature beans?

Beans such as green beans, string beans, and wax beans are considered immature beans. Immature beans are not allowed for purchase with the laser printed food voucher. However, participants are permitted to use Cash Value Vouchers (CVV) to purchase immature beans.

Mandatory Quarterly Shelf Price Survey

Vendors are required to submit shelf prices for WIC food items carried in each store. Although Georgia WIC collects shelf prices quarterly, the program reserves the right to collect shelf prices at its discretion. If a vendor changes prices, the vendor is required to inform the program of price changes within 48 hours of implementation. The vendor should make the changes at <https://sendss.state.ga.us/sendss/wicpricing.wiclogin>.



Yogurt and pasta are coming soon. This will greatly expand the number of healthy foods offered by the program. Yogurt will be a dairy option for participants in addition to milk and cheese. Whole wheat pasta will be a whole grain option in addition to whole wheat bread, tortillas, and brown rice.

To assist Georgia WIC in collecting accurate information, please continue to submit pricing for the new items on your shelf price survey. You will receive notification via United Parcel Services (UPS) and email with further information prior to the survey dates. The next shelf price survey will take place in February.

Cash Value Vouchers



Cash Value Vouchers (CVV) are used to purchase approved fresh, frozen and canned fruits and vegetables. The following are examples of what is not allowed for purchase with the CVV:

- Vegetables containing added seasonings, fats and oils
- Creamed or sauced vegetables
- Breaded vegetables
- Fruit baskets or party trays
- Fruits packed in syrup

Unlike the laser printed voucher, the CVV will have a maximum amount listed. However, the WIC participant will be allowed to pay the difference when the cost of their produce exceeds the dollar amount stated on the CVV. The participant is responsible for paying the difference plus the applicable sales tax via EBT card, cash, credit cards or debit cards.

DO NOT CASH UNLESS THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND AND A FOIL LOGO.

DIST/UNIT/CLINIC	WIC ID NO.	C	P	PARTICIPANT	VOUCHER NO.	ISSUED BY
05 1 087	008 456 104 3 6			SAMPLE, SAMPLE	56376849	CSC
United Community Bank 0611196842072112382				GEORGIA WIC PROGRAM PAY TO THE ORDER OF ANY AUTHORIZED GEORGIA WIC VENDOR FOR THESE ITEMS/QUANTITIES ONLY - WIC APPROVED FOODS ONLY - NO SUBSTITUTIONS		
CPA FPC C21	FPC C21	VC P01	PRODUCE: \$8 for fresh, frozen, or canned fruit and vegetables.			
No products with added sugar, seasonings, fat, or oils. No creamed or candied vegetables.						
				Vendor Stamp		
				Valid Dates		FIRST DAY TO USE 04/14/2015 LAST DAY TO USE 05/14/2015
						VENDOR MUST DEPOSIT WITHIN 60 DAYS OF FIRST DAY TO USE
				PAY EXACTLY		
						DOLLARS CENTS
						Do Not Exceed Face Value of CVV
BUYING, SELLING, OR OTHERWISE MISUSING WIC BENEFITS IS A CRIME. TO REPORT SUSPECTED ABUSE, CALL 800-424-9121 OR VISIT WWW.USDA.GOV/OIG/HOTLINE.HTM. PARTICIPANT/GUARDIAN/PROXY SIGNATURE rev. 1-2014						
#563768496# #061119684# 2072112382#						

Vendor Stamps



Do's

- Report lost or stolen stamps immediately.
- Return damaged stamps to Georgia WIC.
- Refill the removable pad using only water based black liquid ink.
- Contact the Vendor Relations Unit at (404) 657-4470 for a replacement stamp.

Don'ts

- Do not use any stamp that was not provided by Georgia WIC—if used, your store will not be paid for the voucher and will be terminated.
- Do not reproduce the vendor stamp. If the vendor stamp is reproduced, your store will be terminated.

Approved Infant Formula Wholesalers and Suppliers

Reminder

All vendor applicants and authorized vendors are required to purchase infant formula directly from a WIC approved supplier or manufacturer.

The Approved Infant Formula Supplier List is provided by the Georgia WIC program. The list can be found by clicking this link: <https://dph.georgia.gov/sites/dph.georgia.gov/files/Approved%20Infant%20Formula%20Suppliers%208%2015%2016.pdf>

Infant Formula Supplier Request Form

The request form is located on our website and can be accessed by clicking the link below:

<https://dph.georgia.gov/sites/dph.georgia.gov/files/Infant%20Formula%20Supplier%20Request%20Form%20FINAL%20Jan%202016%202016.pdf>

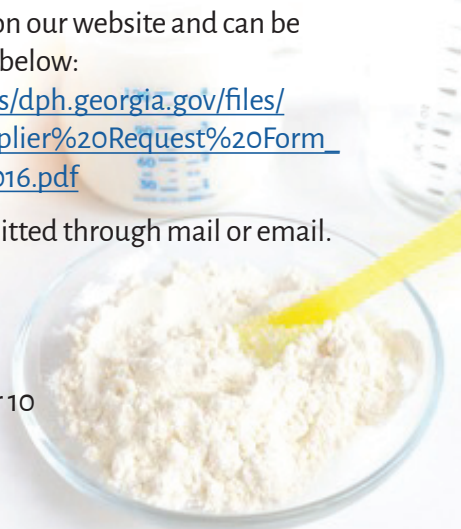
Request forms may be submitted through mail or email.

Mail:

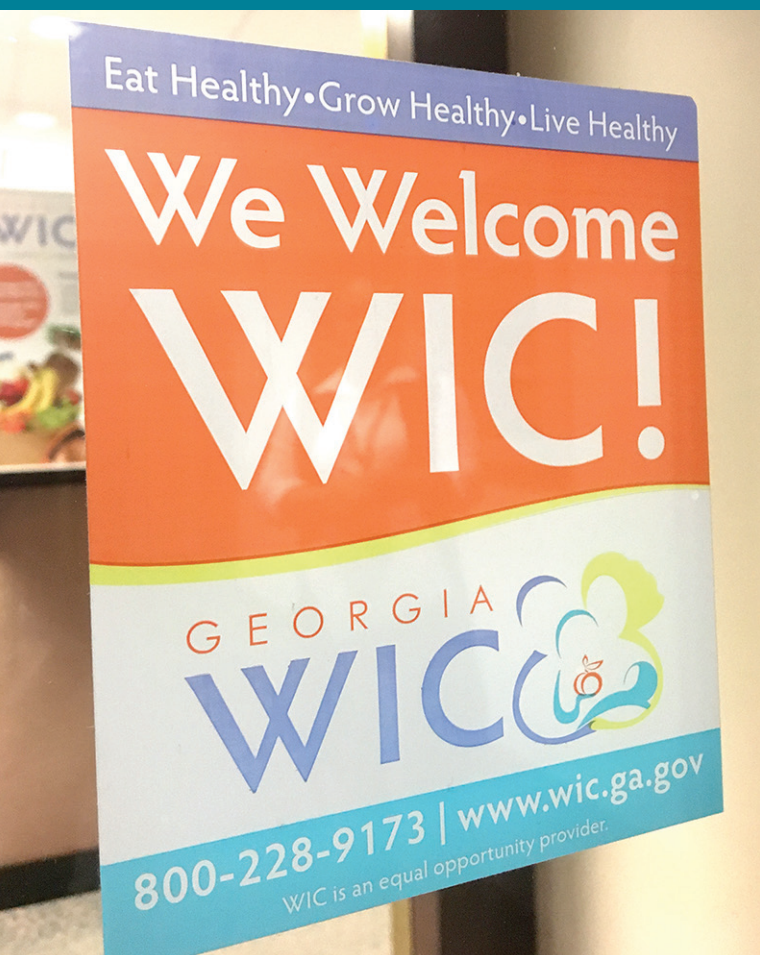
Georgia WIC Program
Vendor Relations Unit
2 Peachtree Street NW, Floor 10
Atlanta, Georgia 30303-3142
or

Email:

wic-vendor.relations@dph.ga.gov



WIC Window Cling



Coming Soon!



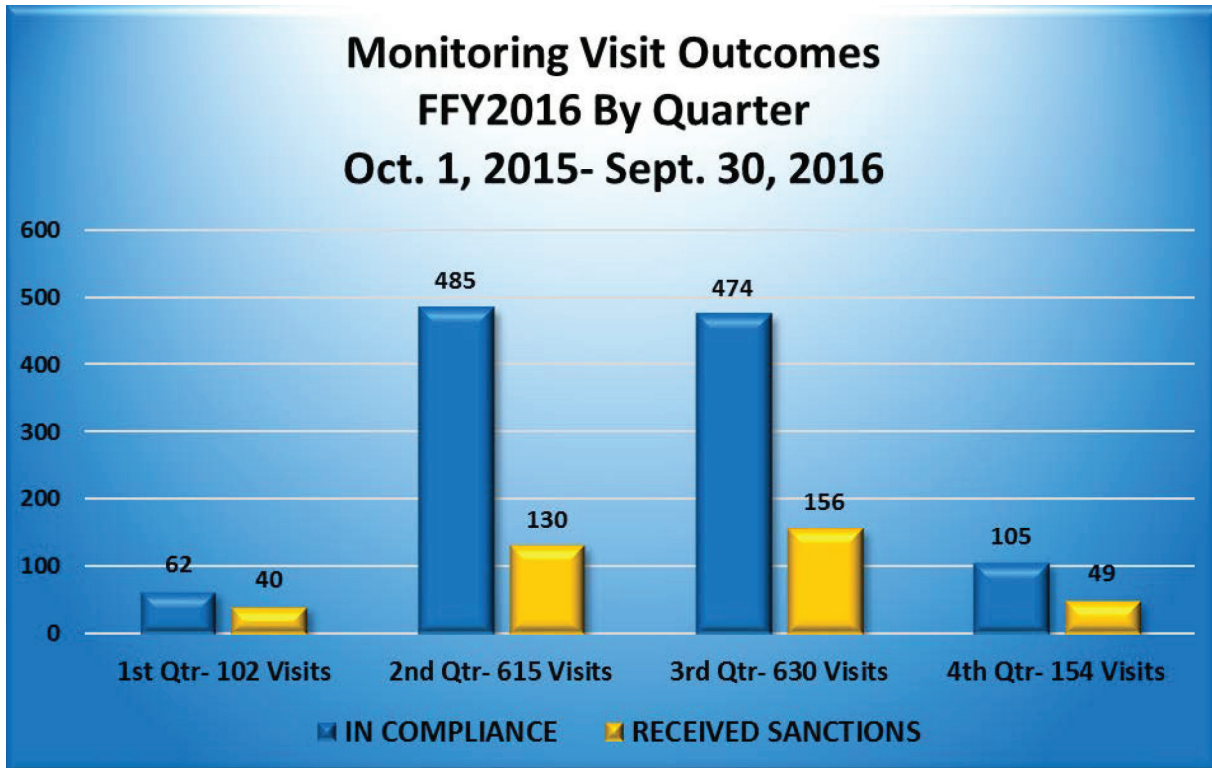
The redesigned WIC Window Cling now includes the DPH logo.

Vendor Performance at a Glance

The Georgia WIC program monitors and assesses authorized vendors for compliance in accordance to the terms outlined in the WIC Program Vendor Agreement. To ensure compliance, Georgia WIC conducts monitoring visits, complaints investigations and inventory audits.

When any authorized WIC vendor is found to be in violation of federal regulations or Georgia WIC policy, a sanction consistent with the severity and nature of the violation will be assessed. These sanctions may include termination of agreement, disqualification from WIC for a specified period of time and/or a civil monetary penalty.

The below data provides a snapshot of vendor compliance for FFY16:

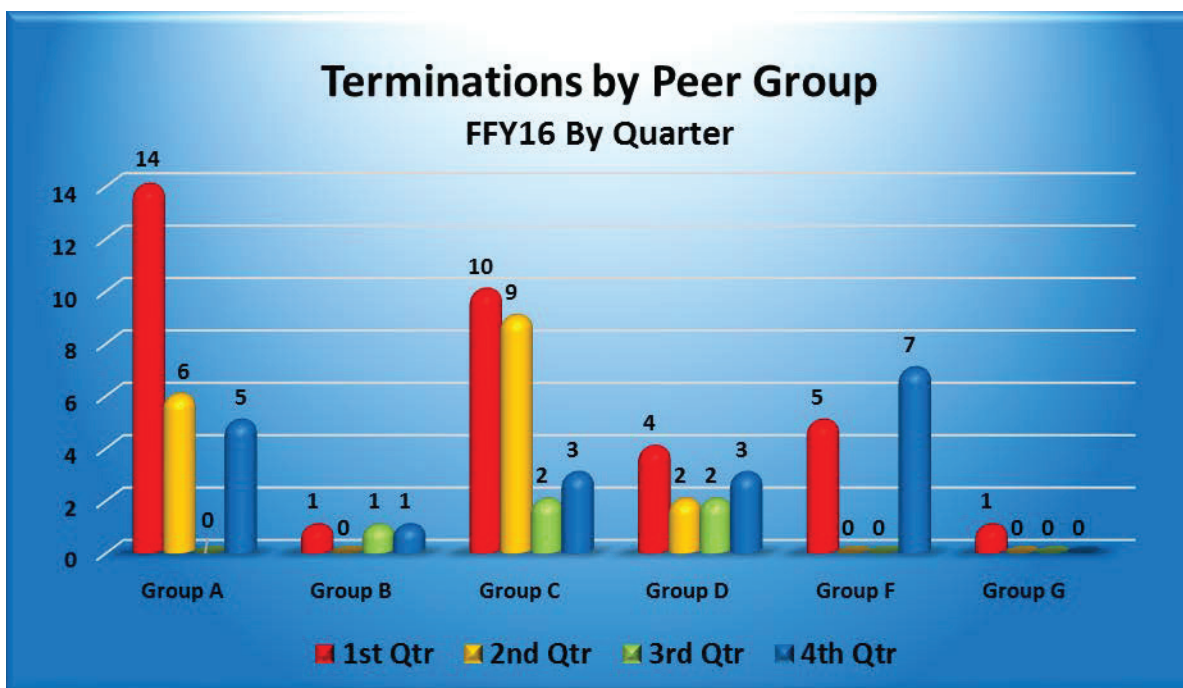
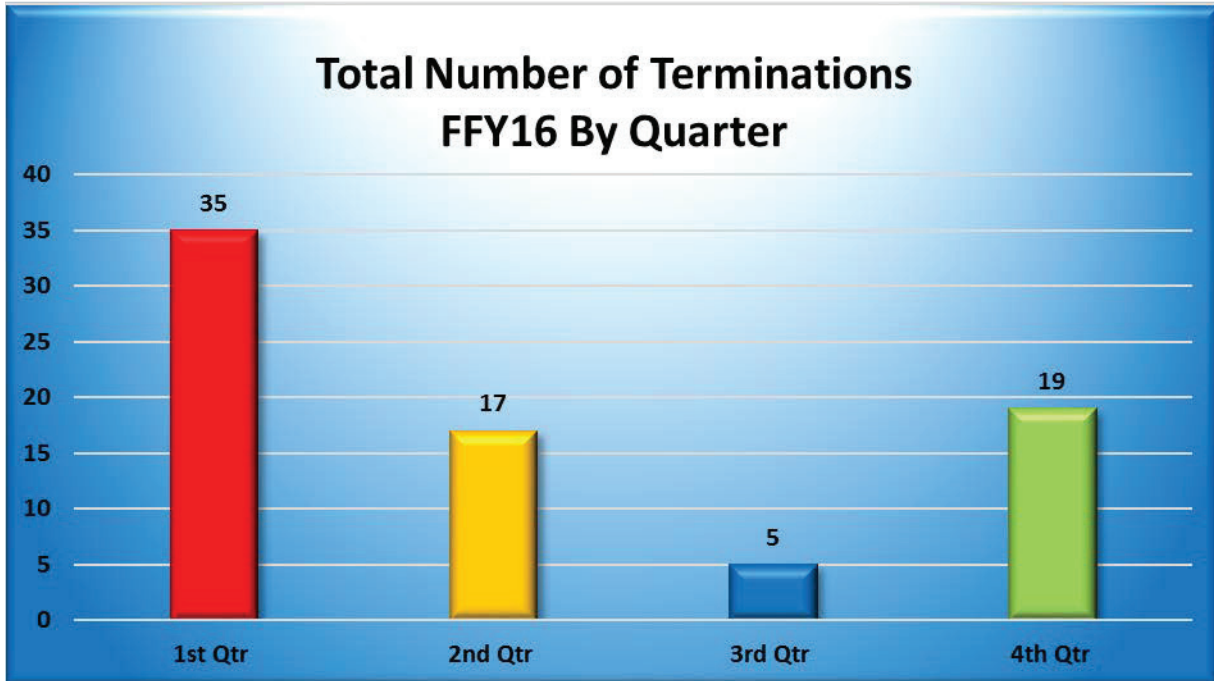


Number of Sanctions Received Quarterly For FFY16

Type of Sanction	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Stale Dated Foods	20	56	77	33
Price Not Marked Clearly Near Food Items	1	5	6	0
Failure to Enter Price Before Participant Signature	1	5	5	1
Failure to Provide WIC Participant With Receipt	0	0	0	1
Failure to Check WIC ID Card	1	0	0	0
Inadequate Inventory of Infant Formula	12	55	48	8
Inadequate Inventory of 2 or More WIC Items	4	8	16	6
Provide Unauthorized Items in Exchange for WIC Vouchers	1	1	1	0
Charging Tax	0	0	1	0
Pattern of Reimbursement Exceeding WIC Inventory	0	0	2	0
Total	40	130	156	49

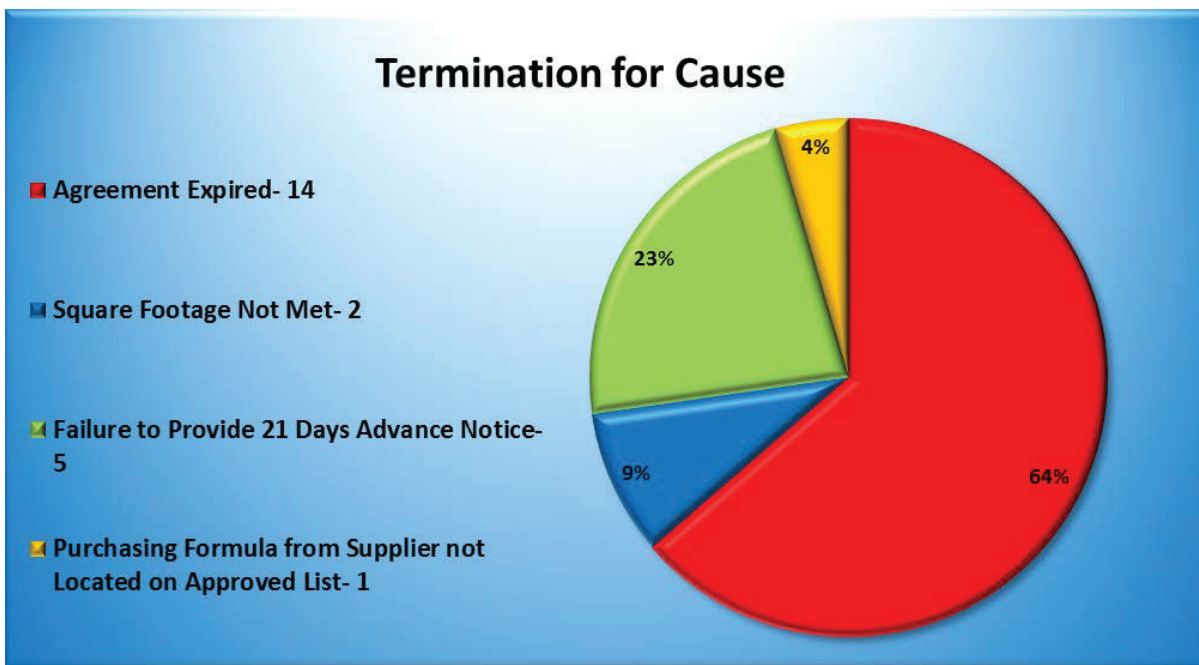
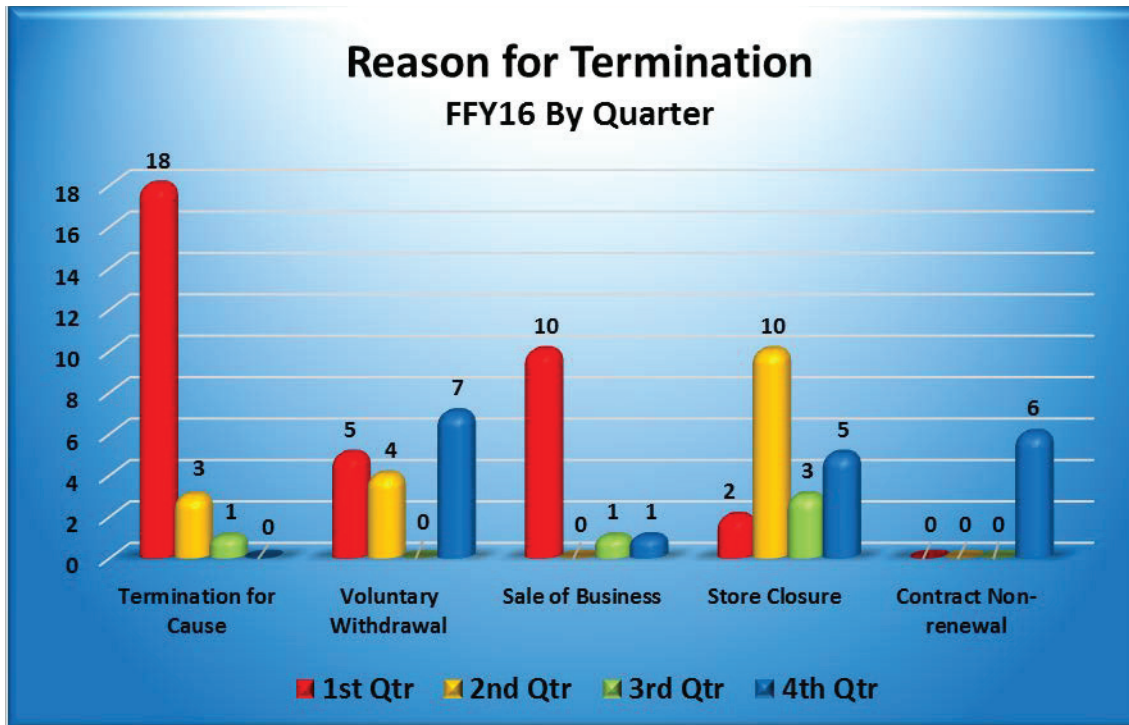
Vendor Performance at a Glance Cont'd

Terminations



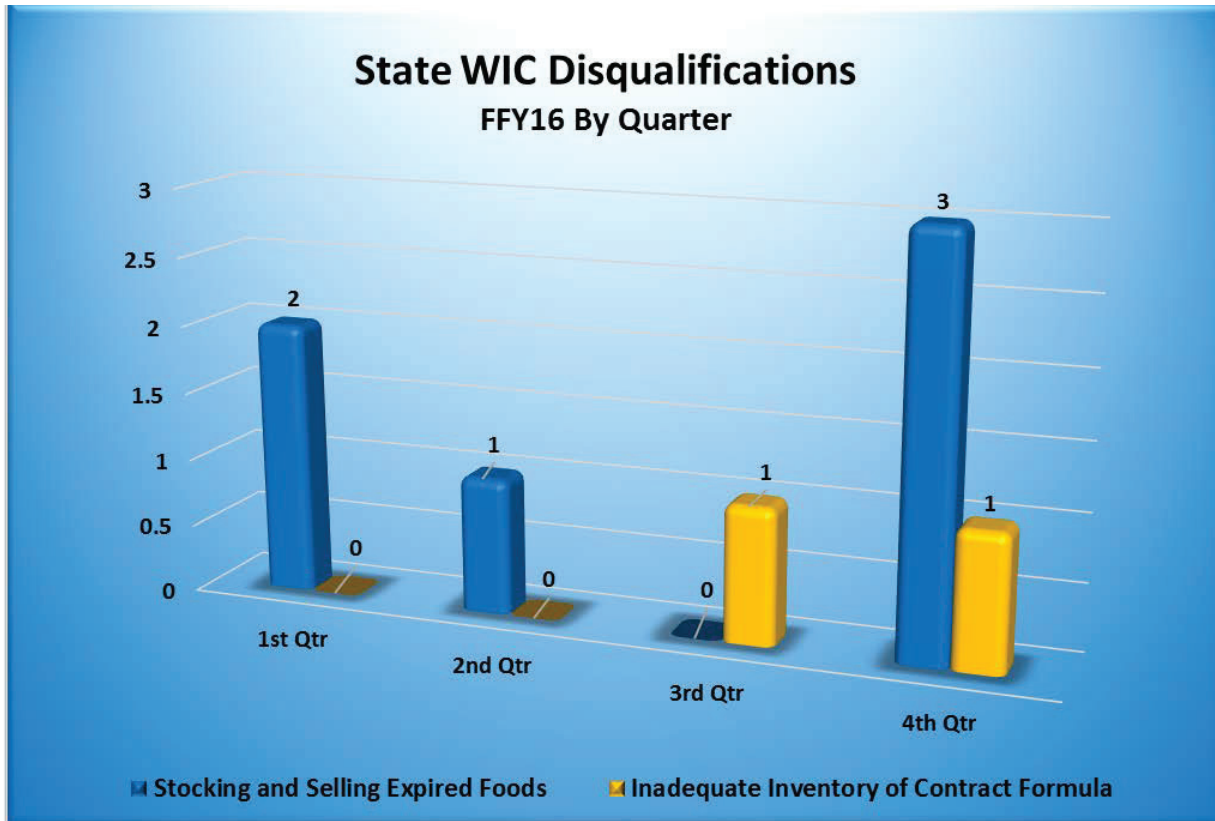
Vendor Performance at a Glance Cont'd

Terminations Cont'd



Vendor Performance at a Glance Cont'd

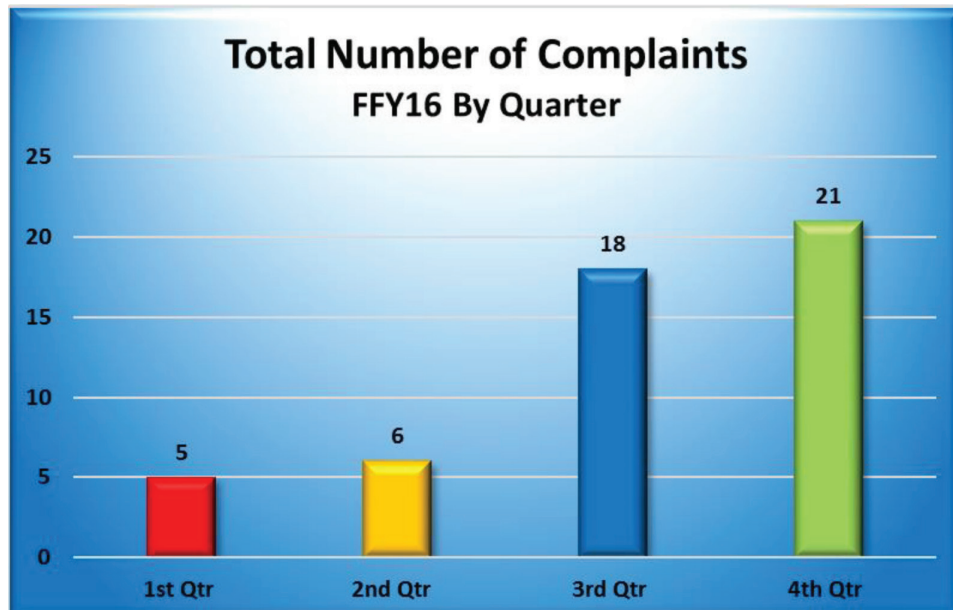
Disqualifications



State Sanction	Federal Sanction
Category I, Disqualification for six (6) months on third violation.	Category IV, Disqualification for one (1) year.
Category II, Disqualification for eight (8) months on third violation.	Category V, Disqualification for three (3) years.
Category III, Disqualification for ten (10) months on second violation.	Category VI, Disqualification for six (6) years.
	Category VII, Permanent disqualification.

Vendor Performance at a Glance Cont'd

Complaints



Number of Complaints Received Quarterly For FFY16				
Type of Complaint	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Returned Vouchers	1	0	0	0
Issues Redeeming WIC Approved Foods	2	2	9	8
Issues with Register Not Scanning WIC Approved Food Items	1	0	0	2
Issues Redeeming Contract Formula	0	2	3	6
Substituting WIC Approved Food Items	0	1	0	0
Minimum Inventory Not Met	0	1	0	0
In Store Promotions (e.g., Buy One, Get One; Coupons)	0	0	1	1
Rude Participants/Store Personnel	0	0	1	0
Customer Service	0	0	2	0
Charging for WIC Food Items Not Received	0	0	1	0
Issues Redeeming WIC Approved Foods Using CVVs	0	0	0	1
WIC Approved Foods Not Labeled on Shelves in the Store	0	0	0	1
Signatures on Vouchers	0	0	0	1
USDA Referral	0	0	0	1
Voucher Wording Confusing to Cashier	1	0	0	0
Issues with Freshness of Contract Formula	0	0	1	0
Total	5	6	18	21

Contact Information

Georgia Department of Public Health
Georgia WIC Program
Vendor Relations Unit
2 Peachtree Street, NW
10th Floor
Atlanta, Georgia 30303-3142

Requesting WIC Materials

If you need to request additional Georgia WIC materials, please contact the Vendor Relations Unit by phone at 404-657-2900 or email: wic-vendor.relations@dph.ga.gov.

The following materials are available:

Approved Foods Brochures
Approved Foods Posters
Window Clings
WIC Approved Shelf Talkers
Replacement Vendor Stamp

Main Number:

404-657-2900

Customer Service Hotline:

1-866-814-5468

Email:

dph.georgia.gov/vendor-information

Georgia WIC Program Vendor Relations Team:

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