

**GEORGIA WIC PROGRAM  
NOTICE OF CHANGE IN WIC REQUIREMENTS  
Effective: November 5, 2021  
Addendum No. 22-01**

The following are amendments to requirements for authorized Georgia WIC vendors. All of these amendments will become effective November 5, 2021. All corresponding documents, including the Georgia WIC Program Vendor Handbook, will be revised to correspond with these amendments. Please complete, sign, date and return the Addendum Verification Checklist included with this notice by November 3, 2021. Please MAIL the checklist, using a TRACEABLE delivery method, to: Georgia WIC Program, Office of Vendor Management, Attn: WIC Program Addendum 22-01, 2 Peachtree Street, N.W., 10th Floor, Atlanta, Georgia 30303. Faxes and emails will not be accepted. Failure to submit a completed checklist will result in termination from the Georgia WIC Program. The chart below provides a detailed comparative analysis of content modifications made to the Georgia WIC Program Vendor Handbook, effective November 5, 2021. Content changes are highlighted in yellow & red within the right column below.

Georgia WIC Program Vendor Handbook Effective July 12, 2021	Georgia WIC Program Vendor Handbook Effective November 5, 2021
<p><b>Pages 58 – 59: TERMINATION OF THE VENDOR AGREEMENT</b></p> <p style="text-align: center;"><b>TERMINATION OF THE VENDOR AGREEMENT</b></p> <p>Summary Termination</p> <p>Georgia WIC will immediately terminate this agreement if it determines that the vendor provided false information or made a material omission in connection with its application for authorization or re-authorization.</p> <p>Termination upon Notice</p> <p>Georgia WIC may terminate the vendor agreement for cause after providing at least fifteen (15) days advance written notice. Use of the vendor stamp shall be discontinued fifteen (15) days after the date of the termination notice. Any food instruments submitted for payment after fifteen (15) days of the date of the termination notice will not be paid. All terminations shall remain in effect during the administrative review process. Reasons for termination may include, but are not limited to, the following:</p>	<p><b>Pages 58 – 59: TERMINATION OF THE VENDOR AGREEMENT</b></p> <p style="text-align: center;"><b>TERMINATION OF THE VENDOR AGREEMENT</b></p> <p>Summary Termination</p> <p>Georgia WIC will immediately terminate this agreement if it determines that the vendor provided false information or made a material omission in connection with its application for authorization or re-authorization.</p> <p>Termination upon Notice</p> <p>Georgia WIC may terminate the vendor agreement for cause after providing at least fifteen (15) days advance written notice. Use of the vendor stamp shall be discontinued fifteen (15) days after the date of the termination notice. Any food instruments submitted for payment after fifteen (15) days of the date of the termination notice <u>will not</u> be paid. All terminations shall remain in effect during the administrative review process. Reasons for termination may include, but are not limited to, the following:</p>

1. Voluntary withdrawal from the WIC program (termination period of 6 months).
2. The decision to sell the store (termination period of 6 months).
3. Use of the WIC acronym, WIC logo, or close facsimiles thereof, in total or in part, in a manner that violates the provisions of this vendor handbook (termination period of 12 months).
4. Accepting food instruments through the mail or mailing any approved formula/medical food directly to the WIC customer (termination period of 12 months).
5. Failure to complete and submit documentation for annual training by the deadline specified by Georgia WIC (termination period of 12 months).
6. Failure to provide Georgia WIC with written notice of a change in the vendor's business within at least twenty-one (21) days in advance of the change (including but is not limited to a change in ownership, name, location, corporate structure, sale or transfer of the business, or cessation of operation (termination period of 6 months).
7. Two (2) failed attempts by Georgia WIC to contact the vendor during business hours at the vendor's reported address and telephone number (termination period of 6 months).
8. Determination that the vendor's SNAP license is invalid or not current (termination period of 6 months).
9. Intentionally providing false information or vendor records, other than information or records provided in connection with a vendor application for authorization or re-authorization (termination period of 12 months).
10. Failure to provide food instruments, inventory records, food sales, gross sales or tax information upon request (termination period of 12 months).
11. Failure to allow monitoring by WIC representatives or harassing or threatening any WIC representative (termination period of 12 months).
12. Forging a participant's signature on a WIC food instrument (termination period of 12 months).
13. Reproducing the WIC vendor stamp or the use of a stamping device to redeem vouchers that was not issued by the Georgia WIC Program (termination period of 12 months).
14. Identification by Georgia WIC of a conflict of interest as defined by applicable state laws, regulations, and policies, between the vendor and Georgia WIC or its local agencies (termination period of 6 months).
15. Failure to enroll in ACH within the time specified (termination period of 6 months).
16. Four (4) failed assessments for non-competitive prices within a 12-month period or less (termination period of 12 months).

1. Voluntary withdrawal from the WIC program (termination period of 3 months).
2. The decision to sell the store (termination period of 3 months).
3. Use of the WIC acronym, WIC logo, or close facsimiles thereof, in total or in part, in a manner that violates the provisions of this vendor handbook (termination period of 12 months).
4. Accepting food instruments through the mail or mailing any approved formula/medical food directly to the WIC customer (termination period of 12 months).
5. Failure to complete and submit documentation for annual training by the deadline specified by Georgia WIC (termination period of 6 months).
6. Failure to provide Georgia WIC with written notice of a change in the vendor's business within at least twenty-one (21) days in advance of the change (including but is not limited to a change in ownership, name, location, corporate structure, sale or transfer of the business, or cessation of operation (termination period of 6 months).
7. Two (2) failed attempts by Georgia WIC to contact the vendor during business hours at the vendor's reported address and telephone number (termination period of 3 months).
8. Determination that the vendor's SNAP license is invalid or not current (termination period of 6 months).
9. Intentionally providing false information or vendor records, other than information or records provided in connection with a vendor application for authorization or re-authorization (termination period of 12 months).
10. Failure to provide food instruments, inventory records, food sales, gross sales or tax information upon request (termination period of 9 months).
11. Failure to allow monitoring by WIC representatives or harassing or threatening any WIC representative (termination period of 12 months).
12. Forging a participant's signature on a WIC food instrument (termination period of 12 months).
13. Reproducing the WIC vendor stamp or the use of a stamping device to redeem vouchers that was not issued by the Georgia WIC Program (termination period of 9 months).
14. Identification by Georgia WIC of a conflict of interest as defined by applicable state laws, regulations, and policies, between the vendor and Georgia WIC or its local agencies (termination period of 6 months).
15. Failure to enroll in ACH within the time specified (termination period of 3 months).
16. Four (4) failed assessments for non-competitive prices within a 12-month period or less (termination period of 12 months).

<p>17. Providing prohibited incentive items as part of a WIC transaction, in a manner that violates the provisions of this handbook (termination period of 12 months).</p> <p>18. Failure to meet the selection criteria in effect at the time of assessment at any time throughout the agreement period (termination period of 6 months).</p> <p>19. Less than \$2,000.00 in annual (12 consecutive months) WIC redemptions or not redeeming any WIC food instruments within a sixty (60) day period, except pharmacies and military commissaries (termination period of 6 months).</p> <p>20. Vendors that are determined to be an A-50 vendor will be terminated from the program, unless it is determined that termination would result in inadequate participant access (termination period of 6 months).</p> <p>21. Violation of any federal or state law or regulation, or terms of the WIC Vendor Agreement or Vendor Handbook not otherwise covered by the sanction system (termination period of 12 months).</p> <p>After being terminated from the Georgia WIC Program, the vendor <u>will not</u> be automatically reinstated as an authorized WIC vendor. The vendor may re-apply, as a new applicant, no sooner than the completion of the specified termination period outlined by Georgia WIC. To re-apply, the vendor must complete the application process in its entirety.</p>	<p>17. Providing prohibited incentive items as part of a WIC transaction, in a manner that violates the provisions of this handbook (termination period of 12 months).</p> <p>18. Failure to meet the selection criteria in effect at the time of assessment at any time throughout the agreement period (termination period of 6 months).</p> <p>19. Less than \$2,000.00 in annual (12 consecutive months) WIC redemptions or not redeeming any WIC food instruments within a sixty (60) day period, except pharmacies and military commissaries (termination period of 6 months).</p> <p>20. Vendors that are determined to be an A-50 vendor will be terminated from the program, unless it is determined that termination would result in inadequate participant access (termination period of 6 months).</p> <p>21. Violation of any federal or state law or regulation, or terms of the WIC Vendor Agreement or Vendor Handbook not otherwise covered by the sanction system (termination period of 12 months).</p> <p>After being terminated from the Georgia WIC Program, the vendor <u>will not</u> be automatically reinstated as an authorized WIC vendor. The vendor may re-apply, as a new applicant, no sooner than the completion of the specified termination period outlined by Georgia WIC. To re-apply, the vendor must complete the application process in its entirety.</p>
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Please ensure that all of the information you receive pertaining to Georgia WIC is official documentation. We consider official documentation to be any document you receive from Georgia WIC with the program logo, and/or the signature of the Director of the Georgia WIC program or Deputy Director of Vendor Management. If you have any questions pertaining to Georgia WIC or its processes, please contact Georgia WIC at 1-866-814-5468, or visit our website at <http://dph.georgia.gov/vendor-information>.