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Retailer Mail

..... Georgia WIC Updates

First Quarter 2022



Application Period for Retailers

The application submission period for new retailer authorization will open as of March 1, 2022 to May 31, 2022.



Please visit the program website: <https://dph.georgia.gov/vendor-application-and-forms> to review selection criteria and retrieve documents to correctly complete an application. To avoid delays with processing your 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**

*All applications must be postmarked within the designated application period to be processed.

Nutrition

The Georgia Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) has updated the Approved Foods List effective August 1, 2021. Please see below the nutrition summary of the Approved Foods List revisions.

Least Expensive Brand

- Removed the least expensive brand restriction from the milk, cheese, eggs, fish, and orange and grapefruit juice categories

Milk and Cheese

- Added Kosher milk and cheese
- Added shredded, cubed, and stick forms of cheese
- Removed low-fat goat's milk (due to low availability statewide in retailers)
- Changed the "whole fat" wording to "whole milk" to align with product labelling

Yogurt

- Removed yogurt brands: GoGurts XL, Go Big, Chobani Kids 2 oz – 16 pack, Chobani 2 oz – 8 pack

Infant Foods

- Removed Parent's Choice infant cereal (discontinued)
- Added Gerber 2nd Foods: Pea Carrot Spinach; Carrot Sweet Potato Pea; Banana Blackberry Blueberry; Banana Apple Pear; Apple Avocado; Sweet Potato Mango Kale; Carrot Mango Pineapple
- Removed Gerber 2nd Foods: Bananas with Mixed Berries; Garden Vegetables; Mixed Vegetables
- Removed Beech Nut Naturals Stage 2: Apple, Squash & Zucchini; Just Apple & Strawberry; Just Corn, Squash & Apple; Just Pear & Black Cherry; Just Raspberry & Carrots

Cereal and Eggs

- Removed Malt-O-Meal cereals: Oat Blenders with Honey and Almonds (didn't meet fed requirements) and Blueberry Spooners (discontinued)
- Eggs: Added brown eggs, any grade eggs, and any size eggs.

Retailer Stamps

Do's

- Report lost or stolen stamps immediately.
- Return all damaged stamps to Georgia WIC, immediately
- 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**.



Infant Formula

INFANT FORMULA

To prevent errors, please make certain to match the formula voucher wording to the correct infant formula label.

CONTRACTED FORMULA LABEL

EXAMPLE OF VOUCHER MESSAGE



FORMULA: 2-12.4 oz cans powder Infamil Gentlelease



FORMULA: 2-12.9 oz cans powder Infamil AR



FORMULA: 2-12.9 oz cans powder Infamil ProSobee



FORMULA: 2-12.5 oz cans powder Infamil Infant



Friendly Reminders for Infant Formula

- **All** authorized WIC Stores are permitted to redeem vouchers for Special Infant Formula and Medical Foods (Nutritionals).
- All retailers are required to purchase infant formula directly from a WIC approved supplier or manufacturer included on a list provided by the Georgia WIC Program.
- The Infant Formula Food Instrument clearly states the required formula that the WIC participant must purchase. Those details include:
 - The Full Quantity
 - Brand
 - Product Name
 - Type and Size
- Substitutions are not allowed.
- An identical exchange is only permitted if the original formula is defective, recalled, spoiled or has exceeded its "sell by" or "best if used by" dates.

WIC Banking

WIC Banking is a valuable tool that provides vendors with an efficient and accurate audit trail for tracking voucher payments. Vendors are strongly encouraged to consistently use this resource as a means of assuring competitive product pricing. If you are in need of your assigned login and password, please contact the Vendor Relations Unit. For more information on WIC Banking, please click the link: <https://www.wicbanking.com/>

If there are any updates to your banking information, it is imperative that you provide the program with your most current and accurate information. Please notify your assigned Vendor Relations Consultant directly of changes regarding:

- Special Payment Arrangements Needed
- Routing/Account Numbers
- Banking Institution
- Returned Vouchers.

Compliance Corner

Georgia WIC Vendor Handbook effective November 5, 2021 The following are amendments to the Termination of the Vendor Agreement requirements for authorized Georgia WIC vendors. The content changes are highlighted in red

TERMINATION OF THE VENDOR AGREEMENT

The specified termination period outlined by Georgia WIC has been added to each reason for termination. Please see pages 58 – 59 of the Vendor Handbook to view the complete Termination of the Vendor Agreement list.

Reasons for termination may include, but are not limited to, the following:

1. Voluntary withdrawal from the WIC program (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).
5. Failure to complete and submit documentation for annual training by the deadline specified by Georgia WIC (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).
10. Failure to provide food instruments, inventory records, food sales, gross sales or tax information upon request (termination period of 9 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).
15. Failure to enroll in ACH within the time specified (termination period of 3 months).

Changes in Vendor Information

- Provide at least twenty-one (21) days 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.
- Identified minimum inventory items must be maintained at **all times** to guarantee availability of WIC inventory selected for WIC participants.
- Expired foods **do not** count towards the required minimum inventory and **will not** be considered during the pre-authorization process or during the agreement period.
- Please review all warning notices carefully and take corrective action in a timely manner.
- Contact the Vendor Relations Unit for technical assistance as needed.



Contact Information

Georgia Department of Public Health

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

Request Georgia WIC materials: 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 Retailer Stamp.

Main Number: 404-657-2900

Customer Service Hotline: 1-866-814-5468

Website: dph.georgia.gov/vendor-information

Georgia WIC Program Vendor Relations Team:

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