

**MEMORANDUM**

**ACTION MEMO #14-16**

**TO:** District Health Directors, District Administrators,  
District Nutrition Services Directors, District Program Managers

**FROM:** Debra L. Keyes, MA, RD   
Director  
Georgia WIC Program

**DATE:** March 28, 2014

**RE:** Cumulative Unmatched Redemptions (CUR)

Please find the attached Cumulative Unmatched Redemption Close-Out summary reports for the month of October 2013. These reports present the total number and total dollar value of vouchers that **have not** and **cannot** be reconciled by CSC (Covansys), the WIC data warehouse contractor.

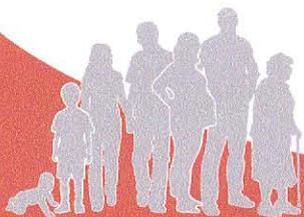
Vouchers on CUR Part 1 have no issue record (WIC ID number) due to several possible reasons including: the certification was not received by Covansys because the batch was not received or critical errors were not corrected by the reconciliation deadline. Vouchers on CUR Part 2 cannot be matched to a valid certification period at the time of issuance. Possible reasons for these occurrences include: certification and/or termination records were not transmitted to CSC (Covansys) by the reconciliation deadline due to batch transmission errors or critical errors were not corrected before reconciliation.

Clinics highlighted in yellow have un-reconciled vouchers that total at least \$75. **Under 7 CFR 246.19(b), the State agency is responsible for monitoring local agency operations, including financial management systems. If any food or NSA funds provided to a local agency are misused, diverted from program purposes, or lost as a result of thefts, embezzlements, or unexplained causes, the local agency may be subject to a financial penalty.** Technical assistance is available upon request. For helpful information on avoiding unmatched redemptions refer to the attached procedures.

Effective February 15, 2009, all food redemption reporting (CUR Part1, CUR Part2, Unmatched Redemption and Bank Exception) must be submitted to the State Office through your respective Health District Office.

If you have any questions concerning this report, please contact Anthony McGaughey or Mary Sherman of the WIC Program Administration Section at 404-657-2900; Toll-Free at 1-800-228-9173 or by e-mail at [awmcgaughey@dhr.state.ga.us](mailto:awmcgaughey@dhr.state.ga.us) or [masherman@dhr.state.ga.us](mailto:masherman@dhr.state.ga.us).

c: WIC Deputy Directors  
WIC Managers



## CUR REPORTS PROCEDURES

To avoid vouchers appearing on the CUR summary report, the following actions must be taken:

1. Each clinic must batch (at the end of every day) when there has been clinic activity including voucher issuance and/or ETAD transactions.
2. Check the Clinic Feedback section of GWISnet daily to look for:
  - Batch Acceptance Notices
  - Batch Rejection Notices
  - Critical errors
3. Each month look at the following reports in GWISnet under the Food Redemption heading:
  - Unmatched Redemption Report (EWRR300G-030)
  - Cumulative Unmatched Redemption Part 1 (EWRR350G-031)
  - Cumulative Unmatched Redemption Part 2 (EWRR351G-032)
4. The Unmatched Redemption Report is the "Issue Month" report for potential CUR 1 and 2 vouchers and provides clinics with an additional thirty-days to submit the information to Covansys.
5. Vouchers appearing in the first column of both CUR Part 1 and Part 2 can still be reconciled with Covansys if the appropriate information is submitted no later than the seventh working day of the month following the month the report is received.
6. Vouchers appearing in the second column of both CUR Part 1 and Part 2 cannot be reconciled by Covansys and must be manually reconciled with the State. These vouchers will also appear on the monthly summary report sent to all D/U Coordinators.

**WIC Voucher Reconciliation Table**

\*September is used to illustrate time frames.

Vouchers		<b>Cut off Dates</b> (for vouchers redeemed in September) Submit missing information to Covansys by these dates to correct vouchers.		
		Issue Month	30 Day Month	Closeout 60 Day Month
		<b>Oct 7<sup>th</sup> working day</b>	<b>Nov 7<sup>th</sup> working day</b>	<b>Dec 7<sup>th</sup> working day</b>
Issue Date	Date Redeemed	Unmatched Redemption (GWIS EWRR300G-030)	No Issue: CUR Part 1 Column 1 (GWIS EWRR350G-031)	CUR Part 1 Column 2 (GWIS REPORT EWRR350G)
		Covansys publishes data in Month End Reports via CD-ROM and on GWISnet for vouchers redeemed in September by:		
Any day in *September	Any day in *September	Oct 15	Nov 15	Dec 15
				After the above date, vouchers are purged from the Centralized Processing System. Rebate, participation, and administrative funds are lost.
All vouchers are categorized by <b>month redeemed</b> (not by day within the month).				

C:CUR/Voucher Reconciliation Table.doc

## OCTOBER 2013 CLOSE OUT MONTH

DU	Clinic Number	Facility Name	Total Number of Vouchers	CUR 1 TOTAL	Total Number of Vouchers	CUR 2 TOTAL (>5)
			CUR 1		CUR 2	
011	057	FLOYD			7	\$155.59
011	071	HARALSON	8	\$636.00	5	\$43.30
<b>011 Total</b>			<b>8</b>	<b>\$636.00</b>	<b>12</b>	<b>\$198.89</b>
012	055	FANNIN	6	\$484.00		
012	061	GILMER			5	\$41.38
012	105	MURRAY			5	\$45.97
<b>012 Total</b>			<b>6</b>	<b>484</b>	<b>10</b>	<b>\$87.35</b>
020	119	RABUN	70	\$1,124.24	8	\$66.53
020	139	TOWNS			5	\$39.99
<b>020 Total</b>			<b>70</b>	<b>\$1,124.24</b>	<b>13</b>	<b>\$106.52</b>
032	602	NORTH FULTON	6	\$278.07		
032	613	COLLEGE PARK	15	\$595.00		
032	618	ADAMSVILLE	7	\$755.00		
032	623	NORTHEAST			10	\$182.86
<b>032 Total</b>			<b>28</b>	<b>1628.07</b>	<b>10</b>	<b>\$182.86</b>
033	310	HEALTH	21	\$1,266.19		
<b>033 Total</b>			<b>21</b>	<b>\$1,266.19</b>	<b>0</b>	
034	122	ROCKDALE	15	\$737.54		
<b>034 Total</b>			<b>15</b>	<b>\$737.54</b>	<b>0</b>	
035	442	CENTRAL DEKALB	293	\$6,647.49	16	\$262.36
035	443	NORTH DEKALB	101	\$924.81		
035	444	EAST DEKALB	40	\$1,749.04	8	\$173.97
035	445	SOUTH DEKALB	75	\$1,880.50	13	\$109.04
<b>035 Total</b>			<b>509</b>	<b>\$11,201.84</b>	<b>37</b>	<b>\$545.37</b>
040	022	CARROLL	51	\$1,055.77		
<b>040 Total</b>			<b>51</b>	<b>\$1,055.77</b>		
051	087	LAURENS	11	\$1,013.00		
051	156	WILCOX	13	\$1,208.00		
<b>051 Total</b>			<b>24</b>	<b>\$2,221.00</b>		
052	005	BALDWIN	13	\$1,073.00		
052	070	HANCOCK	9	\$739.00		
052	084	JONES	5	\$542.00		
052	143	TWIGGS	16	\$1,275.00		
052	158	WILKINSON	9	\$785.00		
052	771	BIBB-FELTON HOME	10	\$703.53		
052	774	BIBB	9	\$934.00		

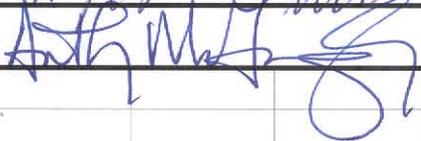
**OCTOBER 2013 CLOSE OUT MONTH**

DU	Clinic Number	Facility Name	Total Number of Vouchers	CUR 1 TOTAL	Total Number of Vouchers	CUR 2 TOTAL (>5)
			CUR 1		CUR 2	
052	775	BIBB-DFACS	14	\$1,438.00		
<b>052 Total</b>			<b>85</b>	<b>\$7,489.53</b>		
060	321	SOUTH AUGUSTA	13	\$276.45		
060	360	COLUMBIA-MARTINEZ EVANS	5	\$458.00		
<b>060 Total</b>			<b>18</b>	<b>\$734.45</b>		
070	030	CLAY	15	\$1,965.00		
070	040	CRISP	9	\$721.00		
070	046	DOOLY	23	\$1,990.00		
070	096	MARION	5	\$426.00		
070	106	COLUMBUS			24	\$520.67
070	123	SCHLEY	6	\$606.00		
070	128	STEWART	7	\$425.38		
070	129	SUMTER	23	\$2,290.00		
070	806	FT. BENNING WIC OFFICE			7	\$363.35
<b>070 Total</b>			<b>88</b>	<b>\$8,423.38</b>	<b>31</b>	<b>\$884.02</b>
081	009	BEN HILL	5	\$262.17		
081	037	COOK	7	\$370.78		
081	142	TURNER			5	\$45.36
<b>081 Total</b>			<b>12</b>	<b>632.95</b>	<b>5</b>	<b>\$45.36</b>
082	088	LEE	5	\$336.00		
<b>082 Total</b>			<b>5</b>	<b>\$336.00</b>		
091	265	LONG	35	\$353.16		
<b>091 Total</b>			<b>35</b>	<b>\$353.16</b>		
092	002	ATKINSON	85	\$1,071.14		
092	013	BRANTLEY	17	\$1,215.00		
092	113	PIERCE	6	\$489.00		
<b>092 Total</b>			<b>108</b>	<b>\$2,775.14</b>		
<b>Grand Total</b>			<b>1,083.00</b>	<b>\$41,099.26</b>	<b>118</b>	<b>\$2,050.37</b>
Approved By:			<i>[Signature]</i> 3/31/2014			
Approved By:			<i>[Signature]</i> 3/31/2014			

**CUR PART 2 FOR CLOSE OUT MONTH OF OCTOBER 2013**

DU	CLINIC NUMBER	FACILITY NAME	ISSUED AFTER TERM	ISSUED BEFORE CERT	NO MASTER RECORD	TOTAL NUMBER OF VOUCHER	TOTAL AMOUNT (CUR 2)
011	057	FLOYD	3	4		7	\$155.59
011	071	HARALSON	5			5	\$43.30
<b>011 Total</b>			<b>8</b>	<b>4</b>		<b>12</b>	<b>\$198.89</b>
012	061	GILMER	5			5	\$41.38
012	105	MURRAY	5			5	\$45.97
<b>012 Total</b>			<b>10</b>			<b>10</b>	<b>\$87.35</b>
020	006	BANKS	2			2	\$11.85
020	073	HART	2			2	\$20.10
020	119	RABUN	8			8	\$66.53
020	139	TOWNS	5			5	\$39.99
<b>020 Total</b>			<b>17</b>			<b>17</b>	<b>\$138.47</b>
031	486	DOUGLASVILLE	2			2	\$111.79
<b>031 Total</b>			<b>2</b>			<b>2</b>	<b>\$111.79</b>
032	621	NEIGHBORHOOD UNION			1	1	\$15.34
032	623	NORTHEAST	6		4	10	\$182.86
<b>032 Total</b>			<b>6</b>		<b>5</b>	<b>11</b>	<b>\$198.20</b>
034	671	GWINNETT-LAWRENCEVILLE			3	3	\$28.18
034	672	GWINNETT-NORCROSS	4			4	\$32.44
034	682	NORCROSS HEALTH CENTER	4			4	\$27.66
<b>034 Total</b>			<b>8</b>		<b>3</b>	<b>11</b>	<b>\$88.28</b>
035	442	CENTRAL DEKALB	2		14	16	\$262.36
035	444	EAST DEKALB	8			8	\$173.97
035	445	SOUTH DEKALB	13			13	\$109.04
035	446	DEKALB-KIRKWOOD	3			3	\$29.26
<b>035 Total</b>			<b>26</b>		<b>14</b>	<b>40</b>	<b>\$574.63</b>
052	005	BALDWIN	2			2	\$153.81
052	143	TWIGGS	1			1	\$42.51
052	771	BIBB-FELTON HOME			4	4	\$49.59
<b>052 Total</b>			<b>3</b>		<b>4</b>	<b>7</b>	<b>\$245.91</b>
060	097	MCDUFFIE-THOMSON	1		3	4	\$45.17
<b>060 Total</b>			<b>1</b>		<b>3</b>	<b>4</b>	<b>\$45.17</b>
070	106	COLUMBUS	20		4	24	\$520.67
070	152	WEBSTER		2		2	\$111.79
070	806	FT. BENNING WIC OFFICE	7			7	\$363.35
<b>070 Total</b>			<b>27</b>	<b>2</b>	<b>4</b>	<b>33</b>	<b>\$995.81</b>
081	037	COOK	4			4	\$151.68
081	050	ECHOLS	2			2	\$130.00

**CUR PART 2 FOR CLOSE OUT MONTH OF OCTOBER 2013**

DU	CLINIC NUMBER	FACILITY NAME	ISSUED AFTER TERM	ISSUED BEFORE CERT	NO MASTER RECORD	TOTAL NUMBER OF VOUCHER	TOTAL AMOUNT (CUR 2)
081	142	TURNER	5			5	\$45.36
081	928	LOWNDES	1			1	\$79.85
<b>081 Total</b>			<b>12</b>			<b>12</b>	<b>\$406.89</b>
082	019	CALHOUN	1			1	\$15.26
082	135	TERRELL	2			2	\$20.14
082	159	WORTH			3	3	\$39.82
<b>082 Total</b>			<b>3</b>		<b>3</b>	<b>6</b>	<b>\$75.22</b>
091	051	EFFINGHAM	3			3	\$47.47
091	265	LONG	3			3	\$33.67
<b>091 Total</b>			<b>6</b>			<b>6</b>	<b>\$81.14</b>
092	001	APPLING	2			2	\$129.96
092	002	ATKINSON	2			2	\$17.97
092	013	BRANTLEY			3	3	\$29.08
092	021	CANDLER	3			3	\$33.35
092	113	PIERCE	1			1	\$8.87
<b>092 Total</b>			<b>8</b>		<b>3</b>	<b>11</b>	<b>\$219.23</b>
100	294	CLARKE-EAST ATHENS	1		1	2	\$62.68
<b>100 Total</b>			<b>1</b>		<b>1</b>	<b>2</b>	<b>\$62.68</b>
<b>Grand Total</b>			<b>138</b>	<b>6</b>	<b>40</b>	<b>184</b>	<b>\$3,529.66</b>
Approved By:			 				
Approved By:							

3/31/14  
3/31/2014