

IN THIS ISSUE

Application Period	1
Federal Fiscal Year 2018	
Period 1 Application Status	2
Coupons and BOGO Items	3
Program Monitoring, Sanctions, and Claims	3
Missing or Unreadable Vendor Stamps	4
Nutrition Updates	4
Bookkeeping Tips	4
Vendor Performance at a Glance	5
Contact Information	9



Vendor Mail

..... Vendor Updates

Second Quarter 2018



Application Period for New Vendors

The application submission period for new vendor authorization will open March 1, 2018 and will close May 30, 2018.

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.

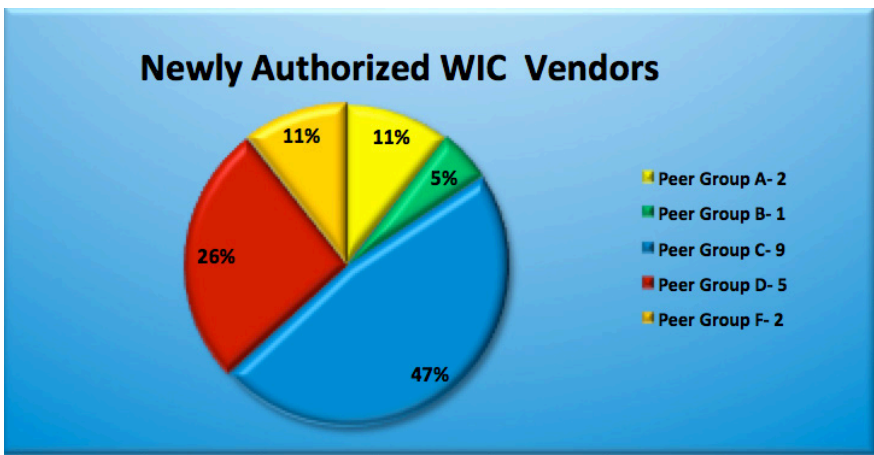
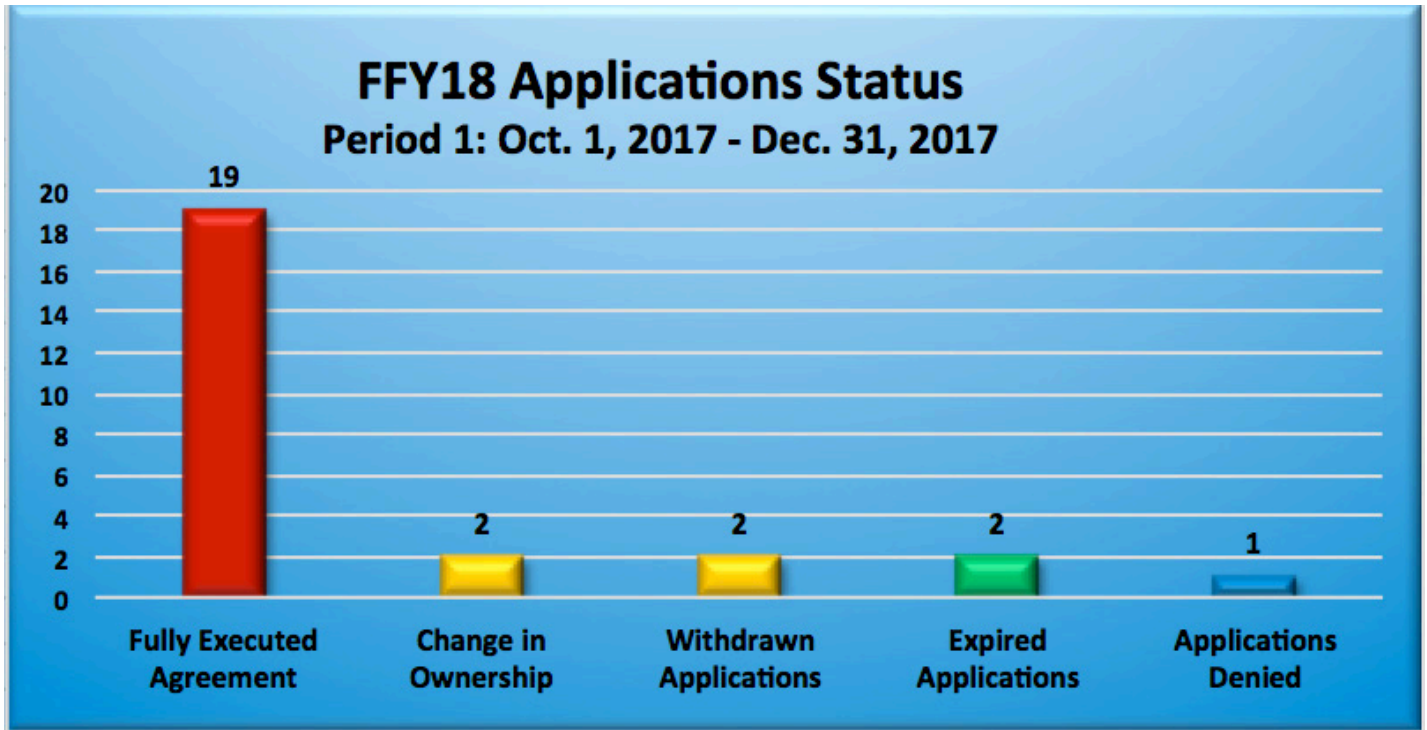
Georgia WIC has two (2) open application periods during each Federal Fiscal Year (FFY):

- **Period 1: Oct. 1 – Dec. 31**
- **Period 2: March 1 – May 30**



Federal Fiscal Year 2018 Period 1 Application Status

During the Federal Fiscal Year (FFY) application submission period 1, Georgia WIC received 26 applications. Of those received, 19 new store locations were authorized. The status of the 26 applications is illustrated below.



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

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

Coupons and BOGO Items

WIC shoppers can use the same coupons, discount cards, and store promotions as non-WIC shoppers including buy one get one free offers.

Buy One Get One Free Offers

In this promotion, the WIC vendor sells one WIC food item at reduced price and sells either a second identical WIC food item or a different food item also at a reduced price. For example, a vendor offers a half price box of cereal with each box of cereal that is purchased at half price.

A buy one, get one at a reduced-price promotion is a price discount. In a transaction that only includes WIC items, this discount type only applies when the second, reduced price item is a WIC food item and the participant has the item on his or her food instrument. If a participant purchases a cereal that is part of a promotion, he or she is able to receive the second box of cereal as well.



Manufacturer's Cents Off Coupons

Manufacturer's cents off coupons allow customers to purchase certain items at a lower price. For example, a coupon may offer a price discount of 50 cents off a box of cereal. In a transaction that only includes WIC items, the value of the coupon would be applied to the WIC transaction.

Program Monitoring, Sanctions and Claims

Georgia WIC monitors vendors to ensure store staff complies with WIC policies and procedures. Monitoring may include store visits, compliance investigations, research of programmatic reports or inventory audits.

Remember:

- Program violations discovered during monitoring may be subject to sanctions, claims or program disqualification.
- Any vendor disqualified from the Supplemental Nutrition Assistance Program (SNAP) will automatically be disqualified from WIC.
- For more information, please see the "Vendor Handbook" or review these items in the vendor agreement.



Missing or Unreadable Vendor Stamps



Food instruments are rejected at the bank for a number of reasons, primarily because the vendor stamp is missing, or the stamp could not be read by our bank's equipment. Therefore, it is critical that your store clearly stamps all food instruments that are deposited. If the stamp is missing or not clear, the food instruments will reject at the bank.

If your stamp needs re-inking, please purchase a **water-based** ink to replenish the ink pads. If your stamp is broken, please notify us. We will replace it for you at no cost. However, you must return the broken stamp to us upon receipt of the new one.

Note: Reproduction of the vendor stamp and use of a stamp not issued by the Georgia WIC Program is strictly prohibited.

Nutrition Updates

New WIC Food Choices Are Coming

Yogurt and whole wheat pasta will be added to the Georgia WIC Approved Foods List. Product selection and sizes are in the final stages. Additional information will be provided at a later date.



Bookkeeping Tips

What to do before deposit:

- Check for valid first and last dates
- Ensure the correct price is clearly written in the "Pay Exactly" box, in **BLACK** Ink
 - Cash Value Vouchers (CVVS) written for over the set dollar value printed on the food instrument will be rejected
- Make sure the food instrument is signed in **BLACK** ink
- Make sure the food instrument is stamped clearly in the "Vendor Stamp Here" box
- Deposit within 60 days of the "First Day to Use"

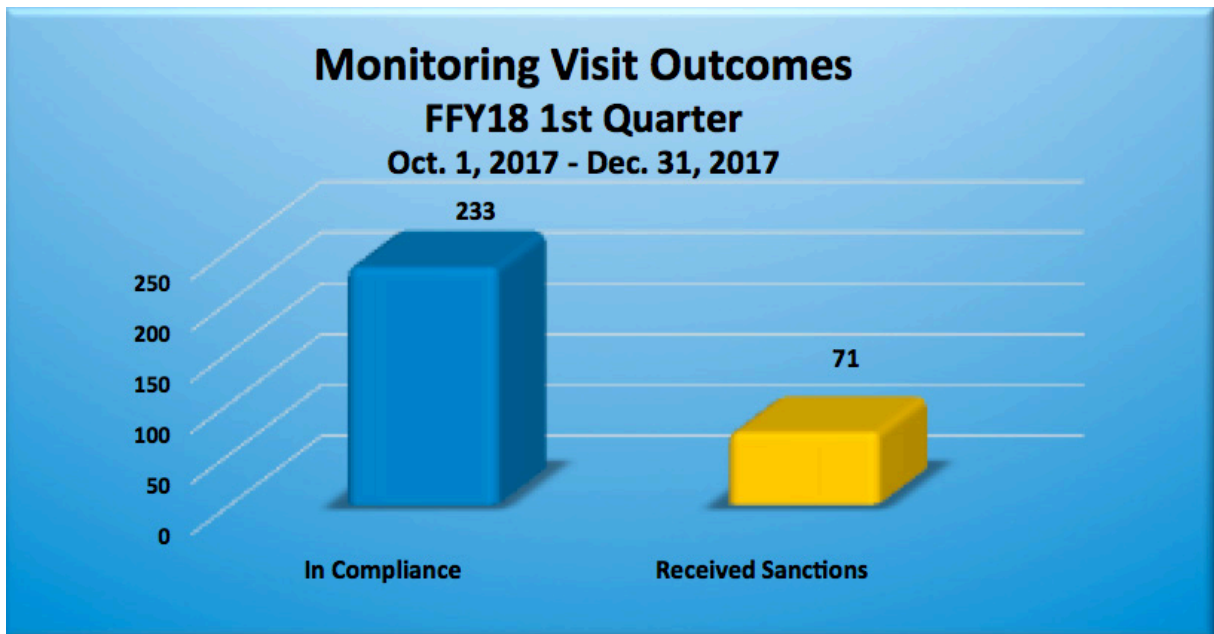
Reasons banks reject food instruments:

- Food instruments accepted too early or too late (post dated or stale dated) = fatal error and no payment
- Food instruments with missing signature = fatal error and no payment
- Food instruments with "missing vendor stamp," "invalid vendor stamp," "unreadable vendor stamp" or "encoding error" = require correction and re-submit within 45 days
- Excess Dollar Amount or Over Maximum = these are paid by automatic clearinghouse check payments/credit (ACH) direct deposit at a rate equal to the average redeemed price for that food instrument code for the vendor's peer group. **4**

Vendor Performance at a Glance

When an authorized vendor is found to be in violation of federal regulations or Georgia WIC policies, a sanction consistent with the severity and nature of the violation will be assessed. These sanctions may include termination of

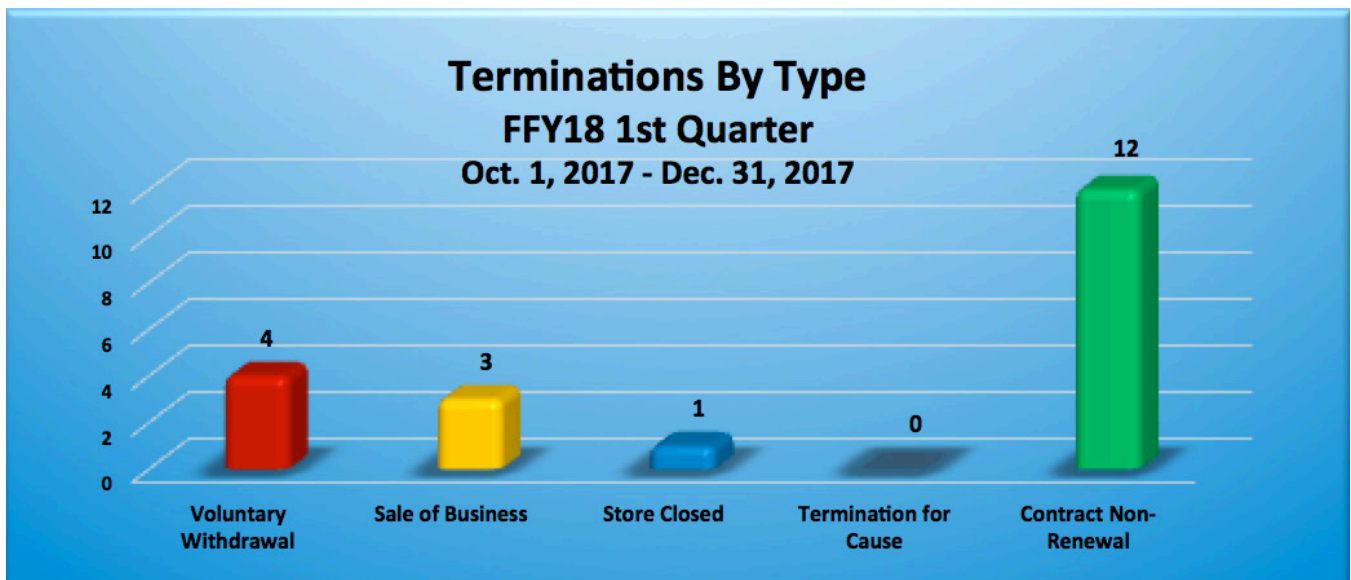
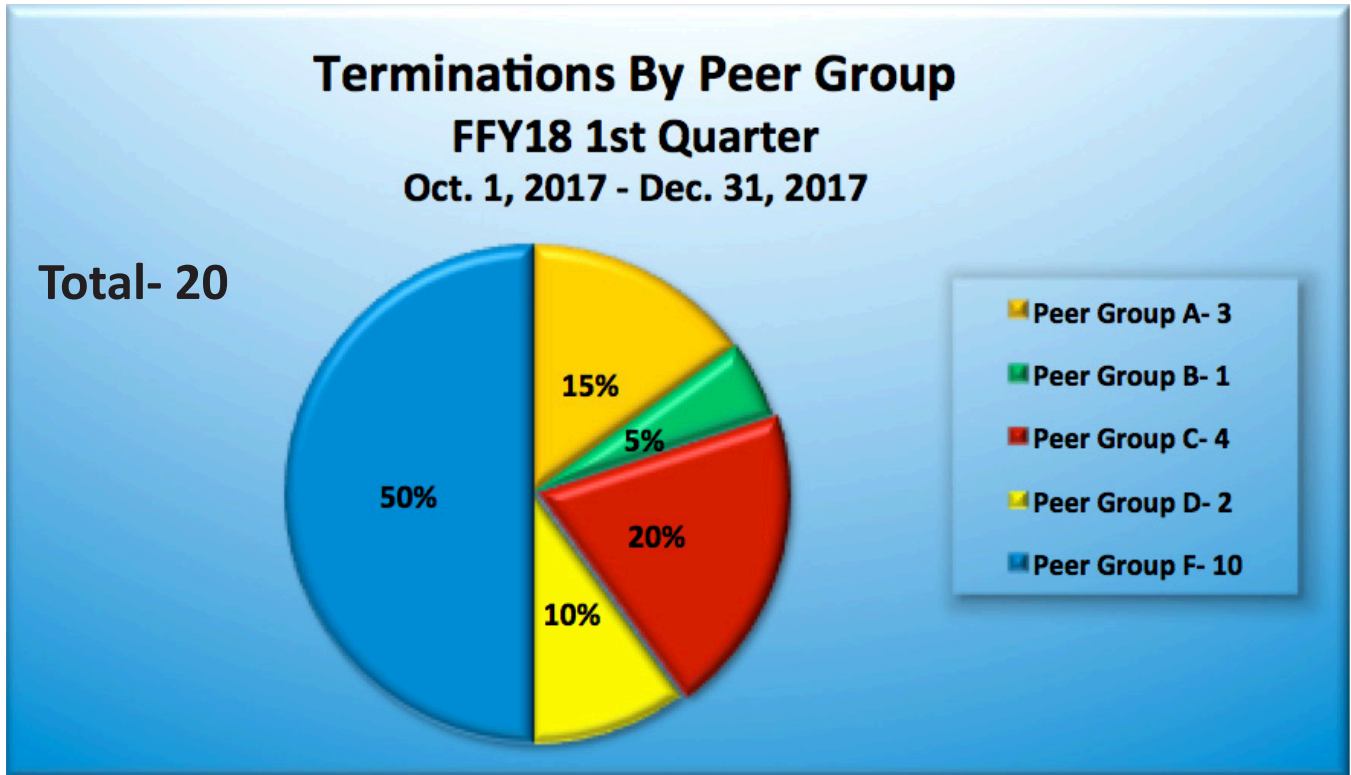
agreement, disqualification from the program for a specified period of time and/or a civil monetary penalty. The below data provides a snapshot of vendor compliance for the first quarter of federal fiscal year 2018 (FFY18).



Number of Sanctions Received 1st quarter of FFY 18	
Type of Sanction	1st Qtr
Stale and/or Dated Foods	16
Price Not Marked Clearly Near Food Items	11
Failure to Enter Price Before Participant Signature	1
Inadequate Inventory of Infant Formula	34
Inadequate Inventory of 2 or More WIC Items	9
Total	71

Vendor Performance at a Glance Cont'd

Terminations



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 FFY17	
Type of Complaint	1st Qtr
Issues Redeeming Vouchers (Invalid)	1
Insufficient Inventory of Infant Formula	2
Insufficient Inventory of WIC Approved Foods	1
Inappropriate Participant Behavior	1
Issues Redeeming for WIC Approved Foods Using CVVs	5
Issues with Freshness of WIC Approved Foods	1
Fraud	1
Participant Denied Purchase of Selected Food Items	6
Total	18

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:

Roxanne Cade
Manager of Vendor Relations and Administration
Roxanne.Cade@dph.ga.gov
404-657-2900

D'Angua Allen
Vendor Administrator Coordinator
Dangua.Allen@dph.ga.gov
404-657-4470

Natalie Bennett
Vendor Training & Support Coordinator
Natalie.Bennett@dph.ga.gov
404-657-5239

Mimi Benton
Vendor Relations Compliance Specialist
Mimi.Benton@dph.ga.gov
404-657-2932

Tamara Johnson
Vendor Relations Compliance Specialist
Tamara.Johnson@dph.ga.gov
404-463-6574

Edwardo Hebbert
Vendor Relations & Compliance Consultant
Edwardo.Hebbert@dph.ga.gov
404-657-9882

Mavis Rossell
Vendor Relations & Compliance Consultant
Mavis.Rossell@dph.ga.gov
404-463-6575

Denise Wilson
Vendor Relations & Compliance Consultant
Denise.Wilson@dph.ga.gov
404-657-2899



This institution is an equal opportunity provider.