

WIC Vendor e-Bulletin

April 2016

Welcome to the April 2016 Washington State Department of Health (DOH) WIC Vendor e-Bulletin. Please share this with all staff involved in WIC. Update employee WIC training records for staff who read this document. You can find a copy of this document and back issues of recent e-Bulletins on our DOH WIC website:

<http://www.doh.wa.gov/YouandYourFamily/WIC/WICRetailers>

What's New

Infant Formula Changes

As of April 2016, the label for Similac NeoSure and the can size for Similac Alimentum is changing. The formulation remains the same. Both are approved for WIC sales, as long as the formula isn't expired and matches what is printed on the check. The new changes are shown below.



Similac NeoSure Powder
New label (left) and old label (right)
Both are WIC Approved



Similac Alimentum Powder
New 12.1 oz can (left) and Current 16 oz can (right)
Both are WIC Approved

New WIC Shopping Guide Expected - Late 2016

- A revised WIC Shopping Guide is currently being developed.
- The target effective date is October 1, 2016.
- An overview of changes will be sent to all WIC vendors prior to the effective date.
- New WIC Shopping Guides will be shipped to all Washington WIC authorized vendors.

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Pre-Signed WIC Check Guidance

- Previously we informed Washington WIC authorized vendors to not accept any Pre-Signed WIC Checks.
- Our policy regarding Pre-Signed WIC Checks has changed.
- In every case, ensure WIC participant signs check after purchase price entered onto check.
- If checkers are handed a pre-signed WIC check, have the customer sign the WIC check again below the original signature.
- Always ask for customer ID and mark the box on the WIC check that matches the name on the customer ID.

Reminders

Spring 2016 WIC Food Price Survey

Federal rules require the Washington State WIC Nutrition Program to collect vendors' shelf prices at least twice each year. **Updated prices from all Washington WIC authorized vendors are due by April 30, 2016. It is a contract violation to not submit your price survey by April 30, 2016.**

Please submit food prices using the WIC Online Retailer Application Portal (ORAP). Instructions on how to access and use this online system will be sent in a separate memo on April 15th, 2016. NOTE: **You must have an approved Role (an electronic "user permission") in place for each of your WIC authorized stores to be able to access the "Spring 2016 Price Survey".** You do not need to submit a "new" Role Request if you have a previously approved Role already in place.

Use your WIC Shopping Guide to help you match the WIC Approved Foods you carry with the items on the price list. Remember to submit regular prices, not temporary sale prices.

- Please contact our office if you are unable to locate the Spring 2016 Price Survey in ORAP or have questions about using ORAP.
- Infant formulas listed on the price list are brand, size, and type specific. Please provide your current regular price for these products. For price list items that aren't brand specific, please provide the highest regular price from among qualifying products.
- **It is not currently a requirement to enter UPCs into the price survey.**

This message is being sent to people on our "business contact" list as well as "pricing contacts". Please ensure that the right people in your organization are aware of this required price survey. Price surveys must be submitted no later than April 30, 2016, but we encourage you to submit them as soon as possible. **Failure to complete an accurate and timely price survey could lead to termination of a store's WIC authorization.**

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2016 WIC Vendor Training

The 2016 Vendor Training Schedule below includes the time and location for all trainings being offered through the end of 2016. Space in some training locations may be limited. Please pre-register as soon as possible.

To register, contact WIC Vendor Management at 1-800-841-1410, ext. 3615. You may also register by email at wicretailmanagement@doh.wa.gov. Please provide a contact name, phone number, how many people plan to attend, and the location of the training you are registering for. Please forward this information to your store manager(s).

WIC Vendor Training Schedule for 2016

Listed By County

County	Training Locations	2016 Dates/Times
BENTON	Benton Public Utility District 2721 West 10th Avenue (Auditorium) Kennewick, WA 99336 Trainer: Stuart Brotherston	Thursday, May 5 10:00 AM – Noon Capacity: 60
CLARK	Clark County Public Safety Complex 505 Northwest 179 th St. Ridgefield, WA 98642 Trainer: Rebecca Peters	Wednesday July 20 9:30 AM -11:30AM Capacity 30
DOUGLAS	Fire District #2 HQ 377 Eastmont Avenue East Wenatchee, WA 98802 Trainer: Stuart Brotherston	Tuesday, July 19 10:00 – Noon Capacity: 36
GRANT	Moses Lake Fire Dept. HQ 701 East Third Avenue Moses Lake, WA 98837 Trainer: Stuart Brotherston	Wednesday, July 20 10:00 AM – Noon Capacity: 60
GRAYS HARBOR	Grays Harbor Public Health 2109 Sumner Avenue Aberdeen, WA 98520 Trainer: Rebecca Peters	Tuesday, May 10 10:00 AM – Noon Capacity 30
KING	North Public Health Center 10521 Meridian Avenue N Seattle, WA 98133 Trainer: Joice Hagen	Wednesday June 8 Noon – 2:00 PM Capacity: 20
	Seattle King County Public Health Northshore Public Health 10808 NE 145 th St Bothell WA 98011 Trainer: Joice Hagen	Tuesday June 21 1pm - 3pm Capacity 20

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KING	Public Health Seattle – King County 33431 13 th Place South Federal Way, WA 98003 Trainer: Joice Hagen	Tuesday, August 2 10:00 AM – Noon Capacity: 20
	Seattle - King County Public Health 2572 104 th Avenue SE Kent, WA 98030 Trainer: Joice Hagen	Tuesday August 16 1:00 PM – 3:00 PM Capacity 20
KITSAP	Kitsap Regional Library – Sylvan Way Branch 1301 Sylvan Way Bremerton, WA 98310 Trainer: Rebecca Peters	Tuesday June 21 Noon – 2:00 PM Capacity: 30
KLICKITAT	White Salmon Library 77 NE Wauna Avenue White Salmon, Washington 98672 Trainer: Rebecca Peters	Thursday August 4 1:00 PM – 3:00 PM Capacity: 20
SAN JUAN	San Juan Island Library 1010 Guard Street Friday Harbor, WA 98250 Trainer: Travis Mow	Wednesday, July 20 11:00 AM – 1:00 PM Capacity: 30
SKAGIT	Anacortes Public Library 1220 10 th Street Anacortes, WA 98221 Trainer: Travis Mow	Thursday, May 26 Noon – 2:00 PM Capacity: 25
SNOHOMISH	Everett Public Library 2702 Hoyt Avenue Everett, WA 98201 Trainer: Travis Mow	Tuesday, June 28 11:00 AM – 1:00 PM Capacity: 40
SPOKANE	Spokane Public Library – South Hill Branch 3324 South Perry Spokane, WA 99203 Trainer: Stuart Brotherston	Thursday, June 9 1:00 PM – 3:00 PM Capacity:55
THURSTON	WA State Dept. of Health – Plaza Point East Bldg. 310 Israel Road SE, Room 152 & 153 Tumwater, WA 98501 Trainer: Rebecca Peters	Tuesday, October 25 9:30 AM – 11:30 AM Capacity: 50
WHATCOM	Ferndale Public Library at Pioneer Pavilion 2215 Main St. Ferndale, WA 98248 Trainer: Travis Mow	Tuesday, August 23 11:00 AM – 1:00 PM Capacity: 40
YAKIMA	Natural Resource Conservation Building 1606 Perry Street Yakima, WA 98902 Trainer: Rebecca Peters	Thursday, April 21 10:00 AM – Noon Capacity: 30

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Additional WIC Resources for Vendors

Online Retailer Application Portal (ORAP) Reminders

- ORAP allows stores to apply for WIC and submit prices online
- Access ORAP by logging into Secure Access Washington (SAW)
- Use the following link if you need to create a SAW account:
<https://secureaccess.wa.gov/public/saw/pub/displayRegister.do>
- If you are a new user, you must create a SAW login ID and submit a “role request” in ORAP
- For help, contact a WIC Vendor Management Specialist at 1-800-841-1410
- You can also email us at the following address: wicretailmanagement@doh.wa.gov

WIC Vendor Resources

If you need additional WIC Shopping Guides, new WIC store stamps, WIC shelf tags, WIC door signs, or WIC training materials for store employees, call us at 1-800-841-1410, ext. 3615. You may also email us at: wicretailmanagement@doh.wa.gov



Need reports, technical assistance or have a question?

Call the WIC Customer Service Desk:

Monday – Friday, 8:30 a.m. to 12:00 p.m. and 1:00 p.m. to 4:30 p.m. at 1-800-841-1410

This institution is an equal opportunity provider.

Washington State WIC Nutrition Program does not discriminate.

For persons with disabilities, this document is available on request in other formats.

To submit a request, please call 1-800-525-0127 (TDD/TTY call 711)

