



SPECIAL ARIZONA WIC ALERT

Volume 20, Issue 7

March 2010

EFFECTIVE APRIL 1, 2010 MINIMUM STOCK AND VARIETY REQUIREMENTS: 13 - OUNCE CONCENTRATE INFANT FORMULA

In response to Vendor concerns regarding the minimum stock requirements for the 13 - ounce concentrate infant formula (Similac Advance EarlyShield and Similac Isomil Advance); the Arizona WIC Program has revised the minimum stock requirements for this item. This change will apply to all Vendor Contract terms.

This change will go into effect on **April 1, 2010**. The following revision has been made to the Arizona WIC Program Minimum Stock Requirements in regards to infant formula and **will replace** the current minimum stock requirements:

REVISED

WIC FOOD	BRAND/TYPE	AMOUNT	SIZE	# OF VARIETIES
Infant Formula	<u>Similac Advance EarlyShield</u> Powder	36	12.9 ounce cans and/or 12.4 ounce cans	not applicable.
	<u>Similac Isomil Advance Soy with Iron</u> and/or <u>Similac Sensitive Isomil Soy</u> Powder	18	12.9 ounce cans and/or 12.4 ounce cans	not applicable.

This WIC Alert will serve as official notice of the change and becomes effective on April 1, 2010.

Enclosed, you will find the replacement section (Section 2 - Foods) of the Arizona WIC Program Vendor Manual that has been revised to reflect the change in minimum stock requirements. Please discard the old section from your Vendor Manual and replace it with the enclosed revised section.

If you have any questions regarding this WIC Alert or need technical assistance, please contact any member of the Vendor Management Team at 1-866-737-3935.



Arizona Department of Health Services
Bureau of Nutrition and Physical Activity
150 North 18th Avenue, Suite 310
Phoenix, Arizona 85007
1-866-737-3935
www.azwic.gov/vendors

Section 2

FOODS

What Foods are Available on the WIC Program?

WIC foods are carefully selected to meet Federal nutritional requirements, which provide vitamins, minerals, and proteins to WIC participants. Therefore, no substitutions for WIC foods are allowed. Listed below are categories of WIC foods:

Nutrient Provided	WIC Foods Which Supply the Nutrient
Protein:	Infant formula, milk, eggs, cheese, peanut butter, dried peas or beans.
Iron:	WIC approved brands of cereal, peanut butter, dried peas or beans, eggs, iron-fortified infant formula, fruits and vegetables, fortified whole wheat breads.
Vitamin C:	Citrus fruit juices, fruit juices fortified with Vitamin C, infant formula, fruits and vegetables.
Vitamin A:	Milk, eggs, cheese, infant formula, fruits and vegetables.
Calcium:	Cheese, milk, infant formula, fortified whole wheat breads.

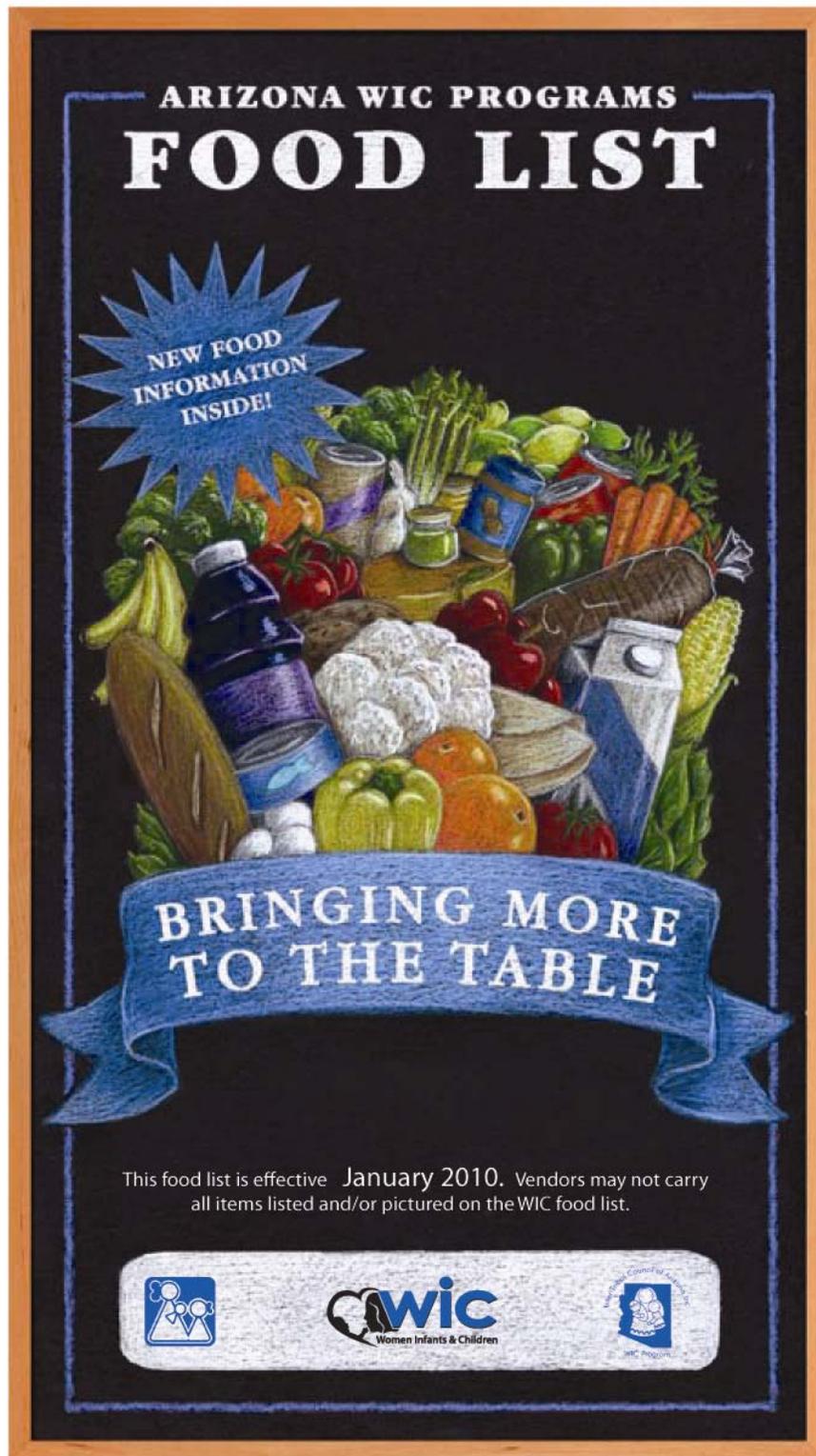
Approved and Non-approved WIC Foods

The Arizona WIC Programs Food List contains only the types and brands of foods allowed on the Arizona WIC Program. In addition, the food list specifies foods that cannot be purchased. This list is available in English and Spanish. The Arizona Food Selection Criteria Committee revises this food list periodically. The Committee is made up of representatives from each of the three (3) WIC Programs in Arizona, including local agency staff, and the Arizona Food Marketing Alliance (represents the Vendor community). Vendors are notified whenever changes are made to the food list prior to the change going into effect.

Vendors must ensure that a **current** food list is maintained at each cash register. The Department will provide a supply of English and Spanish versions of the food list at the beginning of each Contract period. An additional supply may be requested by completing and submitting the Arizona WIC Program Vendor Order Form found in Appendix 2 of this manual.

NOTE: The Arizona WIC, Inter Tribal Council of Arizona, Inc. and Navajo Nation WIC Programs use a common food list. An example of the English version of the Arizona WIC Programs Food List is shown on the next page.

Arizona WIC Programs Food List



Note: Available in Spanish

Minimum Stock Requirements

The Department has established minimum stock requirements for all WIC foods, which must be maintained by the Vendor at all times. The minimum stock and varieties required are outlined on the following pages. The purpose is to ensure that the Vendor will be able to adequately serve WIC participants/authorized representatives when food instruments are redeemed.

Grocers and Military Commissaries

Grocers and Military Commissaries are required to maintain minimum stock and variety of all WIC foods either on its shelves or stored at its location address (**not available to order**) from the **date the application is submitted** and if approved, throughout the entire contract period. Failure to maintain minimum stock and variety of all WIC foods at any time throughout the contract period may result in termination of the contract.

Pharmacies

Pharmacies are not required to maintain the minimum stock requirements if they were contracted to provide only "special formula." However, pharmacies are required to order WIC eligible infant formula in the amounts and brands specified on the food instrument(s) redeemed by a WIC participant/authorized representative or ordered by WIC staff from either the Department or local agency.

Undue Hardship for Current Vendors

A current Vendor may be authorized to stock a reduced minimum stock of infant **and/or** woman/child food packages if one of the following criteria exists:

1. A local agency documents **fewer** than:
 - a. Four (4) milk based **and** two (2) soy based infant formula participants, and/or
 - b. Eight (8) woman/child participants.
2. A Vendor may request the stocking of these products be reduced based on the low volume of WIC sales of these products. The Department will make a determination based on the following criteria:
 - a. The Vendor's redemption of infant **and/or** woman/child food packages during the past six (6) calendar months must substantiate the Vendor's request to reduce the minimum stock requirements;
 - b. The number of authorized Vendors in the area.

The request must be submitted in writing to the Department. Any local agency whose participants may be affected by this reduction must approve the decision to reduce the minimum stock requirements of these products. The approval is contingent upon the Vendor's agreement to provide all WIC authorized foods. If a WIC participant makes a request for any item that relates to the reduction, the Vendor must order the item and make it available to them within five (5) calendar days.

Written documentation from the Department approving the reduced amounts must be on file at the Department with a written notification to the affected Vendor and local agency before the requirement will become effective. The effective date will be the date the written notification is received by the Vendor.

NOTE: During FFY 2008, the Arizona WIC Program served approximately 174,033 participants per month. Minimum stock requirements are very low in relationship to the number of participants enrolled.

ARIZONA WIC PROGRAM'S MINIMUM STOCK REQUIREMENTS

(These stock requirements must be maintained at all times.)

WIC FOOD	BRAND/TYPE	AMOUNT	SIZE	# OF VARIETIES
Cereal	<p>ONLY THESE BRANDS:</p> <p>Cold Cereal Any Store Brand Crispy Rice Any Store Brand Toasted Oats General Mills Chex: Corn, Rice, Wheat General Mills Cheerios: Plain and Multi-Grain General Mills Kix: Plain General Mills Total: Plain Kellogg's Corn Flakes Kellogg's Special K: Plain Kellogg's All Bran Complete Wheat Flakes Kellogg's Frosted Mini Wheats: Bite Size Kellogg's Rice Krispies Malt-O-Meal Crispy Rice Malt-O-Meal Frosted Mini Spooners Post Banana Nut Crunch Post Honey Bunches of Oats: Almond, Honey Roasted and Vanilla Bunches Post Grape Nuts Quaker Life: Plain Quaker Oatmeal Squares: Brown Sugar and Cinnamon</p> <p>Hot Cereal Cream of Wheat Instant Original Flavor Malt-O-Meal Original Hot Wheat Cereal Quaker Instant Oatmeal Original flavor, single serving packets only)</p>	<p style="text-align: center;">24</p> <p style="text-align: center;">-- or --</p> <p style="text-align: center;">24</p> <p style="text-align: center;">-- or --</p> <p style="text-align: center;">24</p>	<p>boxes or bags, 12 ounce or larger of cold cereal</p> <p>boxes, 11.8 ounces or larger of hot cereal</p> <p>boxes and bags, appropriate size as listed above of hot <u>and</u> cold cereal combined</p>	<p>4 brands: one must be General Mills Plain Cheerios, one must be General Mills Plain Kix and two other brands</p>
<u>Do not count organic or variety packs.</u>				
Dry Beans / Peas / Lentils	Any eligible brand and type of dry beans, peas or lentils in one (1) pound bulk or prepackaged (not more than 16 ounces)	8	pounds	1 type Dry Beans --and-- 1 type Peas or Lentils
<u>Do not count organic or immature varieties (i.e., green beans, snap beans, yellow beans or wax beans), fresh, frozen, flavored, seasoned, or gourmet, bean soup mixes with flavoring packets and spices and refried beans.</u>				
Peanut Butter	Any eligible brand of plain (creamy, chunky, super chunk or natural) peanut butter. Low sugar and low sodium are allowed.	8	16 to 18 ounce jars	not applicable.
<u>Do not count 'grind your own', organic, spreads, tubes or added ingredients (i.e., jams, jelly, marshmallow, chocolate, DHA, omega-3 or honey).</u>				
Bread	Any eligible brand, 100% whole wheat bread, (including any store bakery brand). Must be labeled "100% Whole Wheat". rolls, buns or loaves (including sandwich thins).	12	packages, up to 16 ounces	Not applicable
<u>Do not count organic, gluten-free, diet, light or low carb, mini-loaves, pita or flat bread or english muffins.</u>				

ARIZONA WIC PROGRAM'S MINIMUM STOCK REQUIREMENTS

(These stock requirements must be maintained at all times.)

WIC FOOD	BRAND/TYPE	AMOUNT	SIZE	# OF VARIETIES
Corn Tortillas	Any eligible brand, soft corn plain, yellow, or white tortillas. <u>Do not count</u> organic, corn tortilla chips, tostada or taco shells or flour tortillas.	12	packages, up to 16 ounces	Not applicable
Brown Rice	Any eligible brand, long or short grain brown rice. (Including Jasmine and Basmati brown rice). <u>Do not count</u> organic, instant, white rice, seasoned or flavored.	12	bags, up to 16 ounces	Not applicable
Milk	Lowest Cost Brand of refrigerated milk. <u>Do not count</u> pint, quart or half gallon containers, organic, raw, chocolate or flavored milk, buttermilk, half & half, acidophilus, rice or filled milk (i.e., evaporated or sweetened condensed), or non-dairy products.	28	gallon containers	2 types: one must be 2% and one must be whole
Soymilk	Pacific Ultra Soy, plain and vanilla only. 8 th Continent, original <u>Do not count</u> pint or gallon containers, organic, light, low fat or fat-free, or flavored soymilk (except Pacific Ultra Soy vanilla).	*see note	quart and/or 1/2 gallon containers	not applicable.
Goat's Milk	Meyenberg, refrigerated, whole or lowfat <u>Do not count</u> evaporated, powdered or canned.	*see note	quart containers only	
Tofu	Any eligible brand, water-packed, any texture calcium set tofu with NO added sugar, fat, oil or salt. <u>Do not count</u> organic.	*see note	packages, up to 16 ounces	not applicable.
Cheese	Any eligible brand, plain, domestic cheese (16 ounces only) prepackaged in blocks. ONLY THESE TYPES: Cheddar (includes longhorn) Colby (includes Longhorn) Monterey Jack Mozzarella (whole or part skim – includes string cheese) Blended cheese (blend of any type listed above) <u>Do not count</u> deli counter or random weight cheese, organic or imported cheese, with added flavors or ingredients (i.e., peppers, pimentos, wine, etc.), cream cheese, cheese that is sliced, shredded, cubed, or string (except mozzarella), cheese foods, cheese products, cheese spreads, or imitation cheeses.	8	pounds	3 types: one must be Cheddar, one must be Monterey Jack, and one other type

* **Note:** Due to manufacturer timing of availability and distribution of this new product, the Department has not set a minimum stock requirement at this time. However, if a WIC participant makes a request for this item, the Vendor must order the item and make it available within five (5) calendar days.

ARIZONA WIC PROGRAM'S MINIMUM STOCK REQUIREMENTS

(These stock requirements must be maintained at all times.)

WIC FOOD	BRAND/TYPE	AMOUNT	SIZE	# OF VARIETIES
Eggs	Any eligible brand, fresh, raw, white chicken eggs.	16	small, medium, or large - one (1) dozen cartons	one size must be large
<p><u>Do not</u> count organic or specialty (low cholesterol, DHA, free range, cage free, nest and fertile), six-packs, brown, extra large, jumbo eggs or egg substitutes.</p>				
Juice	<p>Only these brands, 100% juice, with NO sugar or sweeteners added:</p> <p><u>64 ounce shelf stable:</u></p> <p>Any brand Orange and Grapefruit* Campbells Tomato Seneca Apple Shurfine Apple and Grape Treetop Apple Langer's Apple, Grape and Pineapple Welch's Grape and White Grape Western Family Apple and Grape</p> <p><u>64 ounce refrigerated:</u></p> <p>Any brand Orange and Grapefruit*</p> <p><u>11.5 – 12 ounce frozen:</u></p> <p>Any brand Orange and Grapefruit* Dole Pineapple and Pineapple Orange Langer's Apple Old Orchard Apple, Grape and Pineapple Seneca Apple Shurfine Apple Treetop Apple Welch's Grape and White Grape Western Family Apple and Grape</p>	16	<p>64 ounce single strength or 11.5/12 ounce frozen containers (plastic bottles, cartons and cans only)</p> <p>*calcium fortified allowed</p>	<p>3 types: one must be 64 ounce Tree Top Apple shelf stable Juice, one must be any brand 11.5 or 12 ounce frozen Orange Juice and one other type</p>
<p><u>Do not</u> count organic, fresh, and non-frozen concentrate, juice in glass bottles or juice in 6-ounce frozen containers or juices with other added ingredients (including but not limited to grape seed extract, ginseng, guarana, taurine, caffeine, carnitine, chromium, St. John's Wort, wheatgrass, Ginkgo Biloba or others).</p>				

ARIZONA WIC PROGRAM'S MINIMUM STOCK REQUIREMENTS

(These stock requirements must be maintained at all times.)

WIC FOOD	BRAND/TYPE	AMOUNT	SIZE	# OF VARIETIES
Fruits and Vegetables	Any variety of fresh, whole or cut, fruits and vegetables. Bagged fruits and vegetables (including lettuce), single (individual) pieces and organic are allowed.	32	pounds	2 types of fruits: one must be bananas and one other type --and-- 2 types of vegetables.
<p><u>Do not</u> count potatoes (except sweet potatoes or yams), canned or frozen, herbs or spices, edible blossoms of flowers (i.e., squash blossoms), fruits and vegetables served at a salad bar, salad kits, ornamental fruits and vegetables (i.e., chilies on a string or painted pumpkins), fruit baskets, party trays, nuts (including peanuts) or frozen.</p>				
Tuna	Any eligible brand, plain, chunk light, water packed tuna.	12	5 or 6 ounce cans	not applicable.
<p><u>Do not</u> count organic or oil packed, prime fillet, solid white, albacore, flavored or seasoned, pouches or lunch kits, or with added ingredients or soy protein.</p>				
Pink Salmon	Any eligible brand, plain water-packed, pink salmon.	12 -- or -- 10 -- or -- 8	5 ounce cans 6 ounce cans 7.5 ounce cans	not applicable.
<p><u>Do not</u> count organic or oil packed, red salmon (including red sockeye), atlantic, flavored, seasoned, pouches, lunch kits or with added ingredients.</p>				

ARIZONA WIC PROGRAM'S MINIMUM STOCK REQUIREMENTS

(These stock requirements must be maintained at all times.)

WIC FOOD	BRAND/TYPE	AMOUNT	SIZE	# OF VARIETIES
Infant Formula	<u>Similac Advance EarlyShield</u> Powder	36	12.9 ounce cans and/or 12.4 ounce cans	not applicable.
	<u>Similac Isomil Advance Soy with Iron</u> and/or <u>Similac Sensitive Isomil Soy</u> Powder	18	12.9 ounce cans and/or 12.4 ounce cans	not applicable.
Infant cereal	Beechnut or Gerber, plain without fruit.	18	8 ounce boxes	not applicable.
	<u>Only these varieties:</u> Barley Oatmeal Rice Whole Wheat	-- or -- 9	16 ounce boxes any combination of 8 and 16 ounce boxes that equals 144 ounces	
<p><u>Do not</u> count organic or high protein, mixed, cereals with fruit, sugar, yogurt or formula or DHA/ARA added, single serving, cups, jars or cans.</p>				
Infant jarred foods - fruits and vegetables	Any eligible brand, stage 2, infant fruits and vegetables, single or combination of single variety (i.e., apples and bananas).	64	4 ounce jars	2 types of fruits --and-- 2 types of vegetables
<p><u>Do not</u> count organic or with added sugars, salts or starches, desserts, dinners, and food combinations (i.e., oatmeal and apples).</p>				
Infant jarred foods - meats	Any eligible brand, any stage, infant meats, single variety with added broth or gravy.	31	2.5 ounce containers	not applicable.
<p><u>Do not</u> count organic or with added sugars, salts or starches, dinners, meat sticks and food combinations.</p>				

WIC Price/Stock Survey

The Department requires Vendors to verify and complete a WIC Price/Stock Survey semi-annually. A copy of the WIC Price/Stock Survey Instruction Worksheet is located in Appendix 2. The Vendor must accurately complete and submit the on-line survey to the Department, between the first (1st) and the fifteenth (15th) calendar day of June and December. The Vendor is required to submit additional WIC Price/Stock Surveys when requested by the Department. Also, additional surveys may be submitted when there is a wholesale price increase. The Department uses the price data submitted to evaluate and ensure that competitive price criteria continues to be met throughout the term of the Vendor Contract. The data is also used to monitor retail price increases, compare wholesale to retail, monitor market trends, and for food forecasting. The price data is not used to set or establish the maximum redemption amount for food instruments.

Exception: Pharmacies are exempt from this requirement, if they were contracted to provide only “special infant formula.”

Chain stores must submit one consolidated WIC Price/Stock Survey for all outlets. However, if prices vary for each outlet and/or region, a separate survey must be submitted for each outlet and/or region.

- **NOTE:**
1. The Department’s on-line system will not save or submit incomplete surveys. All required information must be entered.
 2. The WIC Price/Stock Survey completed and submitted for authorization is required for the enrollment process and **may not** replace the WIC Price/Stock Survey due in June and December.
 3. The WIC Price/Stock Survey that is due semi-annually should not be submitted prior to the first (1st) calendar day of the month and no later than the fifteenth (15th) calendar day of the month in which they are due. (June and December)