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If you do not have internet access or are unable to open an attachment or would like any of the information referenced in this newsletter sent to you via fax or mail please contact a Vendor Section Specialist.

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WIC Program Fax Number: 505-476-8900

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Coming Up!

- **Vendor Recertification for system changes to allow for a Cash Value Benefit (CVB) for all forms of fruits and vegetables**
- **Reminder - Required Vendor Training in September**
- **New Vendor Manual September 2009**
- **Training Cards for CVB**

- **Vendor Agreement for New Food Rule changes due immediately**
- **Re-authorization application and total food sales form due immediately**

- **Re-Authorization Reminder**

Your signed vendor agreement is due back to the state office on Friday, September 4th! While many of you have returned all three reauthorization documents: the application, the annual sales report, and the agreement, many have only returned one or two of the documents. WIC staff will be calling this week to remind you about these documents and the importance of ensure they are accurate and complete in order to maintain your status as a WIC authorized grocer.

Document	Date Document Sent from State	Date Response is Due Back to the State
Annual Sales Report	July 22, 2009	August 17, 2009
Vendor Application	July 22, 2009	August 17, 2009
Vendor Agreement	August 14, 2009	September 4, 2009

- **Re-Certification Update**

Third Level Certifications

The many changes to your grocer system to support the new food rule requirements will require an in-store certification. This process will begin the week of September 7th and it must be completed prior to September 30th in order to ensure your store remains eligible to sell WIC items on October 1st. WIC will do everything possible to ensure this process is as simple as possible. As such, once your new software is loaded, you will receive a packet via UPS which will contain a cover letter, a test script, an EBT card loaded with the WIC Food benefits you'll need to execute the test script, and a return UPS envelope to help speed your results back to us for review.

Because of the different methodologies used to upgrade software, not all stores will have to complete the third level certifications. If your store uses the CRS or JPMA POS systems, then you will be required to perform a third level certification. One Wal-Mart, Smiths, Safeway, and Albertson's store will be selected at random to perform this certification. Finally, WIC staff will perform some of the certifications themselves in a few, randomly selected stores.

We will be notifying you via e-mail and telephone when we have the exact dates your store will be ready for this certification! As always, we're here to answer questions and to support you as you complete this process!

- **Mandatory Vendor Training Reminder**

The training this year will cover the New Food Rule and the new foods that are being added to the authorized food list.

For those who have not responded, or missed the training in your area, please remember you must attend a training at another location. Registering for and attending this important training session is mandatory and according to the Federal Regulations your authorization as a WIC Program vendor may be terminated if you fail to attend this training. For vendors with e-mail access, we strongly encourage you to return the forms via e-mail. For those of you without e-mail, a fax or mail return will be acceptable.

The mailing address is:

New Mexico WIC Program
2040 S. Pacheco Street
Santa Fe, NM 87505

Fax number is 505-476-8900

The remaining training schedule and locations are listed below and are also available on our website:

<http://www.health.state.nm.us/phd/wicsite/grocers/pdf/Mandatory%20Vendor%20Training%20Schedule.pdf>

Mandatory Vendor Training Schedule

Albuquerque

September 9th and 10th

Location: ITT Technical Institute
5100 Masthead St NE, Albuquerque, NM
(505) 828-1114
Meeting Rooms: Theory 3 & 4 (Combined)

September 9th

Vendor Session 1 **9:00 to 12:00**

Sign in 9:00 to 9:30
Start session at 9:30

Vendor Liaison Session 2 **1:30 to 4:30**

Sign in 1:30 to 1:45
Start session at 1:45

September 10th

Vendor Liaison Session 1 **9:00 to 12:00**

Sign in 9:00 to 9:15
Start session at 9:15

Vendor Session 2 **1:30 to 4:30**

Sign in 1:30 to 2:00
Start session at 2:00

Las Vegas

September 17th

Location: Luna Community College
366 Luna Drive
Las Vegas, NM 87701
Phone: 505-454-2500

September 17th

Vendor & Vendor Liaison Session 1 **9:00 to 1:00**

Sign in 9:00 to 9:30
Start session at 9:30

Vendor Liaison Session 2 **2:00 to 5:00**

Sign in 2:00 to 2:15
Start session at 2:15

Santa Fe

September 23rd

Location: Runnels Building
1190 St. Francis Drive
Santa Fe, NM
First Floor Auditorium

September 23rd

Vendor and Vendor Liaison Session 1 **9:00 to 1:00**

Sign in 9:00 to 9:30
Start session at 9:30

Vendor Liaison Session 2 **2:00 to 5:00**

Sign in 2:00 to 2:15
Start session at 2:15

Vendor Make Up Session

Santa Fe September 24th

Location: Runnels Building
1190 St. Francis Drive
Santa Fe, NM
First Floor Auditorium

September 24th

Vendor Session 1 **9:00 to 1:00**

Sign in 9:00 to 9:30
Start session at 9:30

Vendor Session 2 **2:00 to 5:00**

Sign in 2:00 to 2:30
Start session at 2:30

- **New Foods Update**

There have been some changes to the list of authorized foods. For a complete listing of WIC foods authorized under the new food rule, please check our website at:

http://www.health.state.nm.us/phd/wicsite/grocers/approved_grocer_list.php

Please take a few moments to browse the complete lists of allowed items.

If you don't have access to this website, please call us and we'll ensure you receive the lists either through e-mail or the mail.

- **Minimum Stocking Requirements Finalized**

The Final Minimum Stocking Requirements are posted on the web at :

<http://www.health.state.nm.us/phd/wicsite/grocers/pdf/Draft%20Minimum%20Stocking%20Requirement.pdf>

- **What is Modified FIFO?**

The ability to purchase fresh fruits and vegetables has posed many challenges for the makers of your grocer point of sales (POS) systems. A case in point is the Modified FIFO approach to ensure the WIC Client uses as much of their Cash Value Benefit as possible. Working with inventories has taught us the meaning of FIFO – the **F**irst item **I**n inventory is the **F**irst item **O**ut of inventory; or simply **F**irst **I**n, **F**irst **O**ut. Modified FIFO is a variation of the true FIFO. Instead of the first item exceeding the remaining benefit being rejected along with all other fruit and vegetables in the client's cart, modified FIFO will ensure each item is verified against the remaining balance before making the decision to move the purchase to Cash Tender.

Here is an example. Let's assume the client has \$1.00 remaining in their Cash Value Benefit and there are 3 items in the cart: 1 red bell pepper @\$1.05, 1 ear of corn @ 50 cents, and 1 apple @ 25 cents.

First Item Scanned: Red Bell Pepper

Your POS system will compare the price of the pepper, \$1.05 to the remaining CVB balance of \$1.00 and will move the item to Cash Tender as there are insufficient funds in the CVB balance to buy this item.

Second Item Scanned: Ear of Corn

Your POS system compares the price of the corn, 50 cents, to the remaining CVB balance of \$1.00. The balance is sufficient to cover the purchase so the item will remain on WIC tender and the CVB balance will be lowered to 50 cents.

Third Item Scanned: Apple

Your POS system compares the price of the apple, 25 cents, to the remaining CVB balance of 50 cents. The balance is sufficient to cover the purchase so the item will remain on WIC tender and the CVB balance will be lowered to 25 cents.

At the end of this sale, the client will have a CVB balance of 25 cents and will either return the Red Bell Pepper or will pay for this item using cash. Please remember, a client cannot purchase an item using both their CVB credit and cash. For example, if the client only wanted the Red Bell Pepper at \$1.05 and \$1.00 remained in CVB, it is not allowed to have the client pay a nickel and try to decrement the remaining dollar from the CVB benefit.

- **Mapping to the National PLU**

The New Food Rule encourages WIC Participants to purchase fresh fruit and vegetables which are locally grown and offered through your store. To ensure these items will be WIC Eligible, please follow your POS system instructions to map the item to a national PLU. For example, if you are offering locally grown tomatoes, make sure the UPC assigned by your store is mapped to 00000003061, the National PLU for tomatoes within your POS Cash Register system. This will ensure the item will scan as a WIC item with no problems. **Please note: any fruit or vegetable with a UPC that is not mapped to the National PLU will not be eligible for a WIC Sale.**

To help make things a bit easier for you, the National PLU Listing will soon be posted to the WIC Grocer Website!

- **New Vendor Manual**

Coming Soon!

As part of the reauthorization process, you'll be receiving a new vendor manual which will be updated to reflect the new Food Rule. The new vendor manual will be available to you in late August or early September. In addition, we'll ensure it is posted on our website.

WIC Program WEB Site link

This link will be continuously updated with New Food Rule information so please check it regularly!

<http://www.health.state.nm.us/phd/wicsite/grocers/>