



IN THE PHARMACY

What the Bookkeeping Office Needs to Know

IMPORTANT POINTS TO REMEMBER WHEN PROCESSING WIC CHECKS

1. All WIC checks must be stamped in the “NOT VALID WITHOUT WIC VENDOR STAMP” box on the WIC check before depositing into the store’s bank.
2. WIC checks should be deposited into the store’s bank account within 60 days from the “NOT GOOD BEFORE” date. WIC checks that have been rejected and can be re-deposited must be processed within 89 days from the “NOT GOOD BEFORE” date.



WIC APPROVED FORMULAS: INSTRUCTIONS FOR REIMBURSEMENT

Infant Formula

WIC checks will specify the brand of formula, type, size, and amount. Formula must be made available **upon request** or within **48 hours** of request. **WIC checks for formulas listed below can be deposited directly into the bank for reimbursement.**

Specialized Infant Formulas

WIC checks will specify the brand of formula, type, size and amount. Formula must be made available within **48 hours** of request. Please submit a copy of the invoice along with the checks. **Checks for formulas listed below must be submitted directly to the Massachusetts WIC Program for reimbursement.**

Alimentum
 Enfamil LIPIL low-iron
 EnfaCare LIPIL
 Enfamil with Iron
 Enfamil LIPIL with iron
 Isomil
 Lactofree LIPIL
 Neosure Advance
 Nutramigen LIPIL
 Pediasure
 Pediasure with Fiber
 Pregestimil
 Prosobee
 Prosobee LIPIL
 Similac low iron
 Similac with iron

Boost High Protein
 Enfamil Premature LIPIL
 (with Iron)
 Enfamil Premature LIPIL
 (low-Iron)
 Ensure
 Ensure High Protein
 Ensure Plus
 Ensure Plus HN
 Ensure with Fiber
 Isocal
 Lofenalac
 Maxamum XP
 Meyenberg Evaporated
 Goat Milk
 MSUD Diet Powder
 MSUD-1
 MSUD-2
 Neocate
 Neocate One+
 Osmolite
 Phenyl-Free
 PKU-1
 PKU-2
 PKU-3
 Portagen
 Product 3232A
 Promod
 Protein-free Diet Powder
 (Product 80056)
 Pulmocare
 RCF
 Similac 60/40
 Vital High Nitrogen
 Vivonex

HOW TO HANDLE REJECTED WIC CHECKS

REJECT REASON	HOW TO CORRECT THE PROBLEM	WHERE TO SUBMIT CHECKS
No Vendor Stamp	Stamp the WIC check with the WIC vendor stamp.	Re-deposit the WIC check into the bank
Illegible Vendor Stamp	The vendor stamp must be legible for the WIC check to be reimbursed. Re-stamp the WIC check with the WIC vendor stamp.	
Refer to Maker	The WIC Program will reimburse the vendor for the items listed on the WIC check using the most recent pricing information.	Send WIC check to the Massachusetts WIC Program for reimbursement.
Excessive Dollar Amount; Reduced Dollar Amount Applied	The bank has reduced the payment amount on the WIC check to an appropriate amount for the items listed on the check.	The WIC check has been paid and should not be re-deposited.
Counterfeit/Invalid Vendor Stamp	If a WIC check is rejected for either of these reasons, please contact the Massachusetts WIC Program vendor staff for assistance at 1-800-552-9425.	The WIC Program will not reimburse checks that are rejected for these reasons.
No Signature	The WIC check must be signed at the store after the actual purchase price has been entered on the check.	
Altered Signature	WIC checks should not be accepted if the signature has been altered.	
Future Dated	WIC checks should not be accepted before the "NOT GOOD BEFORE" date.	
Expired	WIC checks should not be accepted after the "NOT GOOD AFTER" date and must be deposited within 60 days from the "NOT GOOD BEFORE" date.	
Altered Date	WIC checks should not be accepted if the "NOT GOOD BEFORE" or "NOT GOOD AFTER" date has been altered.	

WIC Retail Store Hotline:

1-800-552-9425

www.mass.gov/wic



WIC Nutrition Program
 Nutrition Division • MA Department of Public Health
 TDD/TTY: 617-624-5992

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 and
 A WHOLE LOT MORE**