

WHAT DO YOU KNOW ABOUT THE WIC PROGRAM?

WIC stands for Women, Infants and Children. The WIC program is a Federal grant program that is funded by Congress each year. The Food and Nutrition Service, an agency of the United States Department of Agriculture (USDA), administers these funds to WIC state agencies to pay for WIC foods, nutrition education, breastfeeding promotion and support, and administrative costs. The program is administered in Rhode Island by the Department of Health through local WIC agencies.

The mission of the WIC program is to safeguard the health of low-income, pregnant, postpartum, and breastfeeding women, as well as infants and children up to age five, who are at risk for poor nutrition.

The Rhode Island WIC program recognizes that being pregnant, breastfeeding a baby, or being a parent is an important job. WIC helps families by providing:

- » Foods that are specifically recommended to improve each participant's diet. WIC helps stretch the food budget for working families.
- » Nutrition education to help participants learn the importance of good nutrition for good health.
- » Guidance to assist participants in receiving regular medical care. Staff members work with participants to ensure that pregnant women receive prenatal care, and that infants and children receive routine checkups.



For questions or additional information about how you can become a WIC vendor, please email a WIC representative at: doh.wicvendorsupport@health.ri.gov

For more information about family health services and programs, call the HEALTH Information Line at 401-222-5960 / RI Relay 711. Our staff speaks English and Spanish.

USDA is an equal opportunity provider and employer.
www.health.ri.gov/wic



Retailers are an important part of the WIC program ensuring that participants buy the right kinds and amounts of authorized foods.

Becoming a WIC Vendor



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Who is a WIC vendor?

Rhode Island has approximately 300 authorized WIC retailers statewide. WIC retailers include pharmacies, large chain stores, medium independent stores, small neighborhood grocery/convenience stores, and several commissaries.

Retailers are an important part of the Rhode Island WIC program ensuring that participants purchase WIC approved foods.

The Rhode Island WIC Vendor Unit is here to help retailers administer our program correctly.

How do we support our vendors?

We have developed training aids that includes a vendor training manual, a cashier reference guide, training packets, food lists, and shelf stickers.

WIC program representatives keep vendors informed by providing them with updated bulletins featuring vendor reminders and “how-tos”.

Training sessions are scheduled on a quarterly basis, year-round, to educate and update staff working in WIC authorized stores.

We are available to visit your store and help with training. Call the Health Information Line at 401-222-5960 / RI Relay 711, or visit the website "www.health.ri.gov/wic".

The Rhode Island WIC program appreciates the efforts of our authorized retailers. By working together we are able to provide quality services to Rhode Island families.

How do you become a WIC vendor?

Vendors must meet all eligibility criteria to become an authorized WIC vendor. Vendors must be Rhode Island licensed retailers and must be approved by the Supplemental Nutrition Assistance Program (SNAP). The number of vendors in the program is limited by WIC guidelines.

WHAT YOU MUST DO

1. Apply on-line at <https://rionlinevendor.secure.force.com>
2. Complete Training and pass exam.
3. Attend a mandatory interactive training within 1 year when offered.
4. Meet inspection requirements.

HOW TO APPLY

Complete and submit the on-line vendor application with all appropriate licenses and store information. The Signature Page must be signed by the owner, notarized and submitted (original copy).

- create user name and password
- provided valid working email
- complete application and submit
- signature page must be printed, signed by owner and notarized
- complete on-line training and exam
- complete and submit price survey

Training

NEW VENDORS - MANDATORY GROUP TRAINING

Training sessions explain the WIC Program goals, policies and procedures. You will learn about WIC checks, the vendor agreement and program violations. Training is mandatory for WIC Authorization. The training is on-line and available in English and Spanish. The applying vendor must:

- Review the training materials before taking the exam
- Pass the exam in order to be authorized

MANDATORY UPDATE TRAINING

Mandatory trainings will be held and required when there is significant policy or procedure changes in the WIC program. A formal letter will be sent to all vendors to attend a mandatory session. Group training sessions are mandatory for all vendors applying for the first time. Trainings will be scheduled quarterly. Vendor may send as many employees to the training as they wish. Vendor is responsible for ensuring that training attendees share the information received with the rest of the staff and administer the program in compliance with the WIC Vendor Agreement.

