

New Hampshire WIC Policy and Procedure Manual

Chapter 1 VENDOR MANAGEMENT

Participant Notification of Authorized Stores

Purpose To provide participants with a store and pharmacy listings indicating which stores in their agency's service area are authorized to accept eWIC benefits.

Policy All local agencies shall provide participants with a current list of WIC authorized stores and pharmacies.

Authority **7 CFR 246.5, 7CFR 246.6, Exhibit A, Scope of Services**

Procedures The State agency will provide each local agency with a list of WIC authorized stores and pharmacies in the local agency's service area when there is an addition or deletion of a store. Any changes to this list will be sent by the State agency via email to the local agency. The local agency shall use either template A or template B for the store and pharmacy listing. The local agency shall update their store and pharmacy listing provided to participants within 7 days of receiving an update from the State agency.

The approved store and pharmacy list shall indicate which stores and pharmacies are approved to accept eWIC benefits for the following:

- WIC Foods and Infant Formulas
- Special Ordered Formula Only (pharmacies)

The address and phone number for each store and pharmacy shall be listed along with the store or pharmacy name. Stores with stand beside vs integrated must be indicated on store list.

The name and phone number for the local agency shall be listed.

A revision date shall be shown.

The word "Pharmacy" shall be used in place of "Drug Store".

All store/pharmacy listings shall be submitted to the State agency for initial approval of format prior to distribution to participants. For all participant appointments, staff shall inquire if a participant has the WIC shopper app. If not direct to WIC shopper app, provide a paper version or give the NH WIC website for a complete listing.

Exceptions None