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EDMUND G. BROWN JR.
Governor

November 29, 2017

VENDOR ALERT 2017 – 07

TO: ALL WIC VENDORS
SUBJECT: REMINDER: ANNUAL VENDOR TRAINING REQUIREMENT EFFECTIVE
NOVEMBER 29, 2017

Purpose **Vendor Alert 2017-07 is a notice for the completion of the Annual Vendor Training Requirement.**

The California Department of Public Health / Women, Infants, and Children (CDPH/WIC) Division is reminding all WIC authorized vendors that they must complete and certify their participation in the 2017 Annual Vendor Training.

Background Each vendor must certify completion of the annual training within thirty (30) days of their receipt of the annual training, certifying participation and understanding of the materials. Failure to complete the annual training and certify participation within thirty (30) days from the date of notice may result in termination of the vendor agreement.

Authority All vendors or their designated representatives must participate in annual training provided by the Department as required by Title 7 Code of Federal Regulations part 246.12(h)(3)(xii), Title 22 California Code of Regulations section 40733 and WIC Bulletin Regulations (W.B.R.) section 71800, Vendor Training.

Action for Vendors Between November 29, 2017 and December 28, 2017, all WIC authorized vendors must review and certify participation in the 2017 Annual Vendor Training through the Vendor WIC Information eXchange (VWIX) system. Vendors will have thirty (30) days to complete and certify their participation in the training. Those who fail to certify may be terminated.

An Annual Vendor Training User Guide is available to assist vendors in completing the annual training requirement. To view the Annual Vendor Training User Guide, visit the WIC Grocers page.

[https://www.cdph.ca.gov/Programs/CFH/DWICSN/CDPH%20Document%20Library/Grocers/VendorEducation/VendorAnnualTraining\(VAT\)UserGuide.pdf](https://www.cdph.ca.gov/Programs/CFH/DWICSN/CDPH%20Document%20Library/Grocers/VendorEducation/VendorAnnualTraining(VAT)UserGuide.pdf)



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Questions

For technical assistance, please contact WIC Technical Support at (800) 224-7472.

If you have any questions, contact your WIC Vendor Consultant or call toll free (855) WIC-STOR or (855) 942-7867. You may also contact the WIC Vendor Management Branch by email at WICVENDORINFO@cdph.ca.gov.



Lantrel Stockton, Chief
Vendor Management Branch
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