

Submitting Products for Consideration for the Arizona WIC Food List

Dear Manufacturers,

Thank you for choosing to submit a product for consideration for the approved food list of the Arizona WIC Program!

The Arizona WIC Program, in coordination with the Inter Tribal Council of Arizona and the Navajo Nation WIC Programs, strives to choose affordable, readily available products that enrich our current food selection. Products are evaluated on availability, cost, and participant preference in accordance with the WIC Policy and Procedure Manual (Chapter 3, Appendix A). The Arizona WIC Food Package Committee evaluates product information submitted for review and makes the final determination of authorized foods for the WIC Programs in Arizona. This Committee is composed of state, local, and vendor representation from each of the WIC Programs in the state (including Arizona, Inter Tribal Council of Arizona and the Navajo Nation WIC Programs).

FOOD STANDARDS

Products that are submitted must meet the size and standards of foods in the given category on the Arizona WIC Programs Food List. Our current Food List can be viewed at the following site:

http://azdhs.gov/azwic/documents/clients/AZWIC_ParticipantFoodList_English.pdf

Additionally, all products are assessed against federal WIC nutrient standards found here:

<http://www.fns.usda.gov/wic/benefitsandservices/foodpkgregs.HTM>

For formula and medical foods, Arizona WIC makes all selections based on those available in the National WIC Formula Database (<http://wicworks.nal.usda.gov/wic-formula>). There is no need to submit information on formulas to Arizona WIC for consideration, as formulas on this list will automatically be considered.

WHAT TO SUBMIT

When submitting a product, the following information is required:

- Product name
- Package size
- PDF of label with ingredients
- Price information
- Availability in Arizona, including identification of grocery retailers (stores or chains) in Arizona who stock and sell the product
- How long the product has been in Arizona's marketplace

HOW TO SUBMIT

Please send any product submissions to Karen Henry via email at Karen.henry@azdhs.gov , or if the files are too large, via mail at the following address:

Arizona Department of Health Services
Bureau of Nutrition and Physical Activity
Arizona WIC Program
Attn: Karen Henry
150 North 18th Avenue, Suite 310
Phoenix, Arizona 85007

TIMELINE AND DEADLINES

The Arizona WIC Program does not change the Food List annually. The next revision will occur once the Food Package Final Rule is issued or **October 1, 2016**, whichever is sooner.

The Arizona WIC Program continually accepts product information for new food items from manufacturers any time throughout the year. However, only products submitted by **May 1st** in any given year will be considered for a Food List revision effective October 1st of the following year. Food List decisions are finalized by **July 1st** of the year prior to the revision year, and manufacturers will be notified by **August 31st** if a submitted product is accepted to the Food List. New Food List revisions are typically effective **October 1st** of the year of revision. Manufacturers may check on the status of submitted products by contacting Karen Henry at 602-364-0451.

Foods currently on the Food List do not have to be re-submitted for consideration.

Questions can be directed to Karen Henry at (602) 364-0451.

Thank you for your interest in our program!