



THE STATE
of **ALASKA**
GOVERNOR SEAN PARNELL

**Department of
Health and Social Services**

DIVISION OF PUBLIC ASSISTANCE
Family Nutrition Programs

130 Seward Street, Suite 508
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March 10, 2014

Dear WIC Vendor:

Federal regulations require State WIC Agencies to collect vendor shelf prices to help make sure that the WIC-approved foods are available statewide at a reasonable cost to the program. There are significant new differences about price surveys and setting the maximum allowable reimbursement (MAR) under the SPIRIT system.

Here is a brief description of the changes to our price survey process:

- 1) We no longer require you to provide an inventory of your required WIC foods with your list of prices.
- 2) We are collecting shelf prices for all WIC food items that you carry, even if out of stock.
- 3) The price survey is in Excel, and must be submitted electronically to wic@alaska.gov, unless you are granted an exemption to submit a paper form by mail.
- 4) Your shelf prices will be entered into the WIC SPIRIT system.
- 5) The price for each item will be averaged with the prices from other stores in the same peer group. The maximum allowable reimbursement (MAR) will be calculated according to peer group average prices, plus a percentage added across the board.
- 6) It is critical for you to submit your prices by the **March 31, 2014 deadline** so that they are included in the averaging that affects your reimbursements.
- 7) Prices will be collected three times per year to make sure we allow for increases in wholesale costs and business expenses in your region.
- 8) Minimum stocks will be inventoried during routine monitoring visits and random minimum stock surveys throughout the year.

If you have any questions about the March Price Survey, please contact the WIC Vendor Management Unit at 907/465-3011, or by email at wic@alaska.gov.

Sincerely,

Sandy Harbanuk
Vendor Coordinator