

From: [Wayne, Kathleen A \(HSS\)](#)
To: [HSS DPA WIC Coordinators](#); [Bennis, Don](#); [Welch, Scooter \(HSS Sponsored\)](#); [O"Gara, Kathy \(HSS Sponsored\)](#)
Cc: [HSS DPA WIC Anchorage](#); [HSS DPA WIC Juneau](#); [Olejasz, Aimee M \(HSS\)](#); [Butcher, Clay \(HSS\)](#); ["Danielle Rybicki" \(afdr@uaa.alaska.edu\)](#)
Subject: April 22 WIC Friday Update in this issue New Vendor Monitoring forms and SPIRIT Tips
Date: Friday, April 22, 2016 3:58:15 PM
Attachments: [image001.png](#)

Hi Everyone,

We hope your staff are enjoying the Alaska Breastfeeding Coalition meeting this week and we wish everyone a safe journey home.

Thanks

Kathleen

New vendor monitoring forms:

-

The vendor monitoring minimum stock forms have changed with the new peer groups and minimum stocking requirements. Vendors are now split into two categories – Schedule A and Schedule C.

Please find the forms on our website at:

<http://dhss.alaska.gov/dpa/Pages/nutri/wic/localagencies/laforms.aspx>. Contact John at john.king@alaska.gov if you have any questions.



▪ **SPIRIT Information:**

- March reports are now available within SPIRIT and on the SPIRIT Utilities site.
- Seeing some duplicate client issues recently; please remember to do a **STATEWIDE search by DOB** for any applicant. Because a mistake may have been made on the DOB entry, an additional statewide search on other criteria is a good practice. If in doubt about whether an applicant may have been on WIC in Alaska before, please call the WIC SPIRIT Help Desk and ask them to research the applicant.
- Please continue to include the clinic that a client is assigned to when reporting an issue to the SPIRIT Help Desk. We appreciate it!

▪ **SPIRIT Help Desk Info:**

- Send all questions, issues and errors to the WIC SPIRIT Helpdesk at wicpsirithelpdesk@alaska.gov or phone them at 907-334-4900.