



Processing WIC Checks

Check Errors

Check Errors

- The top six (6) check errors:
 - a. Over the Maximum
 - b. Altered Amount
 - c. Redeemed Late
 - d. Redeemed Early
 - e. No Signature
 - f. No Dollar Amount



Check Errors

- **Over the Maximum dollar lost**
\$86,678.66



Check Errors

- **Altered Amount dollars lost is**
\$58,386.38



Check Errors

- Redeemed Late dollar lost is
\$35,909.14



Check Errors

- Redeemed Early dollar lost is
\$23,020.83



Check Errors

- **No Signature dollars lost is
\$11,116.00**



Check Errors

- **No Dollar Amount dollar lost is
\$6,211.69**



Total Check Errors

- Total Dollar lost for the WIC Program and WIC Vendors is

\$221,322.70





WIC & Cash Value Check(CVC) Redemption Process

Processing WIC & CVC Checks

- Identify the WIC Participant
 - The cashier should ask for the WIC I.D. Folder.
 - ID number on WIC ID folder must match ID on the WIC or CVC check.



Processing WIC & CVC Checks

- **Confirm First and Last Day to Spend**
 - The cashier should only accept the check within the valid dates printed on the check.
- **Determine the Eligible WIC Foods**
 - Cashier should refer to the Approved Food Lists.



Processing WIC & CVC Checks

- **Have Participant Enter the Price**
 - Cashier must present the WIC or CVC check to the WIC customer for him/her to insert the price;
 - or the cashier can insert the price.



Processing WIC & CVC Checks

- Sign the WIC or Cash Value Check
 - Only after the price has been inserted.
 - The cashier must determine if the signature matches.



Price Correction

- If the participant writes the incorrect amount, draw a line through the amount.
- The cashier writes the correct amount above it in the “Price Correction” box.
- The participant must sign their full signature in the box “Participant/Proxy Sign Here Only After Price Is Entered” box and in the box “Signature For Price Change.



Price Correction

District of Columbia, DOH WIC Program		10054825 DON WHITAKER	06/01	10220096
		WIC I.D. NO.	NAME OF PARTICIPANT	AG / CL
PAY TO THE ORDER OF ANY AUTHORIZED DC WIC VENDOR ONLY FOR THESE ITEMS, SIZES, QUANTITIES ONLY		Bank of America 84-343 810	WIC USE ONLY	FIRST DAY TO USE JUN 11, 2010
QTY.	DESCRIPTION (NO SUBSTITUTIONS ALLOWED)	CASHIER INITIALS	SIGNATURE FOR PRICE CHANGE <i>Bene Whitaker</i>	LAST DAY TO USE JUL 10, 2010
	\$6.00 CASH VALUE, NOT TO EXCEED \$6.00 FOR FRESH, FROZEN OR CANNED VEGETABLES AND FRUITS REDEEMABLE AT AUTHORIZED DC WIC VENDORS OR FARMERS` MARKETS	PRICE CORRECTION 6 00	VENDOR MUST DEPOSIT WITHIN 30 DAYS OF LAST DAY TO USE	
		ACTUAL \$ AMOUNT 4 59	VENDOR PLACE DC WIC STAMP HERE	
		PARTICIPANT/PROXY SIGN HERE ONLY AFTER PRICE IS ENTERED <i>Bene Whitaker</i>		

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