



Memorandum

#10-079

TO: WIC Regional Directors
WIC Local Agency Directors

FROM: Linda Brumble, Unit Manager
Nutrition Education/Clinic Services Unit
Nutrition Services Section

DATE: June 25, 2010

SUBJECT: Utilizing Returned Formula in Stock

This memo provides guidance for utilizing formulas in the clinic inventory stock that are difficult to reissue. All inventory stock should be reissued as soon as possible.

Ready to Use (RTU) and Liquid Concentrate Formulas

RTU and concentrated cans of formula can be issued for the current month instead of powdered. Although we normally have strict guidelines to follow concerning RTU formula issuance, it is acceptable to issue this formula from inventory even if the infant/family would not normally qualify for RTU. The purpose is to move the formula out of inventory as soon as possible so that it doesn't go out of date. Although most of our mothers prefer the powdered formula, many of them will be glad to take concentrated formula home for the current month if the powdered is on the shopping list for the future months. Always check out mode of transportation before sending a mother home with a lot of heavy cans. You may need to offer assistance to get it to the car.

Discontinued Formulas

Formula companies continue to change names, labels, and can size. You may issue formula from inventory for the same formula with a new name or label or can size. Recent changes to contract formulas are likely to have caused a lot of existing inventory with the old name. Move it out as quickly as possible.

An example of this is Nutramigen LIPIL powder which has been replaced with Nutramigen LIPIL LGG powder. Nutramigen LIPIL powder has been discontinued and is probably not available in the grocery stores. However, you may issue it from stock in order to utilize the formula. Use the Nutramigen LIPIL LGG (code 480) when loading benefits to the card and indicate the number of Nutramigen LIPIL cans that were issued from stock using the formula exchange module.

Special Order Formulas

To reissue special order formulas from stock inventory, determine if there are any other participants within your local agency that have been prescribed the formula. If necessary, transfer the formula to the appropriate clinic to issue. If the formula cannot be used by any other participants, please contact Cathy Plyler, Nutrition Education/Clinic Services Unit, at (512) 341-4577 or cathy.plyler@dshs.state.tx.us with the name, amount and expiration date of the formula(s). Please allow at least four months prior to the expiration date when requesting assistance to move formula in returned stock.

If you have any questions or require additional information, please contact Cathy Plyler, Clinical Nutrition Specialist, Nutrition Education/Clinic Services Unit, at (512) 341-4577 or cathy.plyler@dshs.state.tx.us, or Sandra Brown, Clinical Nutrition Specialist, at (512)341-4576 or sandra.brown@dshs.state.tx.us.