

## POLICY MANUAL

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### 5. NUTRITION AND BREASTFEEDING SERVICES.

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#### 5.05. Authorized Product List (APL) and Statewide Food List.

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##### A. POLICY OVERVIEW:

The PA WIC State agency (SA) will review and approve foods for inclusion in the program and create a standard statewide food list that will be reviewed every five years and updated yearly as appropriate. The SA will also be responsible for maintaining the Authorized Product List (APL) which is a list of all approved Universal Product Codes (UPCs).

##### B. POLICY:

###### 1. The SA will:

- a. Utilize federal and state regulations and standards to determine inclusion of food products in the statewide food list and APL.
- b. Conduct the food list application process for food manufacturers every five years. In interim years, the SA will consider changes to the statewide food list based on criteria that includes, but is not limited to the following:
  - (1) Federal law, regulations, and guidance currently in effect.
  - (2) State contracts in effect.
  - (3) Changes in the type and nutrient level of foods currently authorized by the USDA.
  - (4) Information on new products received since the last revision of the list.
- c. Develop and maintain a standard statewide food list which will be published annually in English and Spanish.
- d. Make changes in the statewide food list as required as a result of product reformulation, problems of product safety, or product availability. SA will notify local agencies (LAs) and vendors at the time such changes occur.
- e. Update the APL for missing or discontinued items based on information submitted by vendors, participants, or LA staff using the WICShopper app or email.

###### 2. The LAs shall:

- a. Adhere to the current statewide food list as published by the SA.
- b. Not add to or delete items from the list except as directed by the SA.
- c. Submit information to SA concerning missing or discontinued items for purposes of keeping APL accurate.
- d. Instruct each participant, endorser, or proxy on the details of foods allowed and not allowed according to the current statewide food list, WICShopper app, and the proper use of food instruments to obtain allowable foods.

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Reference(s):

1. WIC Regulations: 7 CFR part 246.10

Policy Status:

1. This Policy supersedes Policy Number 7.01, dated June 19, 2015.