



Memorandum

#12-089

TO: WIC Regional Directors
WIC Local Agency Directors

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

DATE: August 30, 2012

SUBJECT: Revised Returned Formula Logs

Changes to Returned Formula Logs

The returned formula log has been updated with a new and improved format based on input from local agencies. The revision has also incorporated the soy formula contract changes effective October 1, 2012.

The *Returned Formula Log (WIC-52)* will now be titled *Returned Contract Formula Log* and will allow the user to track the return of contract formulas, i.e., Similac Advance®, Similac Sensitive®, Similac for Spit Up® and Gerber Good Start Soy®. Note that the reason codes have been updated as well. A second form titled *Returned Formula Log (F13-06-13968)* was created to track all other returned formulas. These returned formula logs will be printed and stocked in the warehouse.

An optional returned formula log is available for local agencies that prefer to document contract and a few non-contract formulas on the same log. It is titled *Returned Formula Log Alternative Version (EF13-06-13969)*. This log will *not* be printed but will be available for download from the WIC Catalog.

Formula Log Training

Trainings will be provided giving instructions on how to complete the logs. A *Sample Returned Formula Log* is posted on the WIC website at <http://www.dshs.state.tx.us/wichd/nut/foods-nut.shtm>, as an example of how to complete the forms.

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, Food/Formula Specialist, Nutrition Education/Clinic Services Unit, at (512) 341-4576 or sandra.brown@dshs.state.tx.us.