



VENDOR MANAGEMENT & OPERATIONS UNIT

August 14, 2015

**Attention!
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Notice: Vendor Payment System Temporarily Closed

It's that time of year again, the State will be transitioning to a new fiscal year in the later part of August.

The WIC Program has been advised by the Department of State Health Service's (DSHS) Chief Financial Officer that the processing of all WIC claims into the department's accounting system will be halted beginning the close of business on Tuesday, August 25th through Tuesday, September 1st. A temporary halt to the payment process will allow DSHS to close its accounting records for Fiscal Year (FY) 2015.

The cut-off date for WIC EBT claims will be August 25th at 11:00 a.m. CST. EBT claims submitted after that date/time will not have payment made until after September 1st.

All claims received by the WIC Program after the August 25th cut-off date cited above will be processed through normal edits and placed into a ready-to-be-paid status. However, such claims cannot be entered into the Department's accounting system or transmitted to the State Comptroller's Office for payment until after September 1st.

Although it is always the program's intention to process vendor claims as quickly as possible, please remember that your WIC vendor agreement allows DSHS up to 60 days after receipt of timely submitted claims/transactions to execute payment. We apologize for this impending delay in processing claims payments. We will resume normal processing timeframes after September 1st.

If you have questions, please contact the Vendor Management & Operations Unit at (512) 341-4425, 1-800-252-9629 (Texas only), or email at WICVendorRelations@dshs.texas.gov.