



Paul R. LePage, Governor

Mary C. Mayhew, Commissioner

Department of Health and Human Services
Maine Center for Disease Control and Prevention
286 Water Street
11 State House Station
Augusta, Maine 04333-0011
Tel.: (207) 287-8016; Fax: (207) 287-9058
TTY Users: Dial 711 (Maine Relay)

Maine CDC WIC Nutrition Program

11 State House Station
Augusta, Maine 04333
207-287-3991 or 1-800-437-9300
TTY Users: Dial 711

Notification of Appeal Procedure

Date of Notice: \_\_\_\_\_

Based on the information available to us, (name) \_\_\_\_\_

- Participant Authorized Representative Applicant
Is not eligible to receive WIC benefits.
Is no longer eligible to receive WIC benefits as of (Date)
Is suspended from the WIC Program from (Date) to (Date)
Is assessed a claim in the amount of \$ for repayment of WIC food benefits.

Reason (s) for the decision: \_\_\_\_\_

Local WIC Agency: \_\_\_\_\_

Agency representative: Name Title

What can I do? You can 1) contact the Maine CDC WIC Nutrition Program to first discuss your ineligibility prior to requesting a fair hearing or 2) you may directly appeal this decision by requesting a fair administrative hearing.

How do I ask for a fair administrative hearing? You or your representative may ask for a fair administrative hearing by signing and returning this form to the Maine CDC WIC Nutrition Program or by writing to the DHHS Office of Administrative Hearings.

Who makes the decision at a fair administrative hearing? After listening to both you and WIC staff and reviewing program rules, the Hearing Officer makes a decision, on behalf of the Commissioner of the Department of Health and Human Services.

I do not agree with the decision made by the WIC program and I request a fair administrative hearing.
Signature Date signed