





## **Grievance/Dispute Resolution Form**

Today's Date: \_\_\_\_\_

Client Name	
Date of Action/	
Inaction	
Where did the	
incident occur?	
Names of Witnesses	
Traines of Withesses	
Please describe what	
happened.	
How have you tried	
to resolve this issue?	
Please state what	
action you feel would	
lead to a satisfactory	
resolution.	

My signature indicates that the above statements are true and correct to the best of my knowledge.

I understand that the Program Coordinator will contact me within 10 days of receipt of my grievance to discuss a resolution. I also understand that if I am not satisfied with the outcome, I have the right to take my grievance to the Human Services Director.

Client Signature