RESOURCE CONNECTIONS OF OREGON
3876 Beverly Ave. NE, Bldg. G#1, Salem, Oregon 97305
A United Way Member Organization in Marion County

Grievance and Appeal Information Acknowledgment

This policy will be reviewed upon entry with each individual served, their guardian and/or representative. The policy will be reviewed as changes occur, with documentation of the review recorded.

I, _____, have received information about my rights to the grievance and appeal process. I have read this information, or it has been explained to me and I understand it. If I have any questions or concerns about this process, I will talk with my personal agent or another representative of RCO.

1. If explained to the individual:
A. Name of individual(s) presenting information:

B. Manner/method in which the rights were explained (e.g., verbal, sign language, (etc.) :

2. If the individual is unable to provide signature, document manner in which consent was indicated:
(e.g., nodding of head "yes", signing "yes". etc.):

_____ _____
Customer Signature Date

_____ _____
Witness Date

_____ _____
Legal Representative Date

_____ _____
Personal Agent Date