



## **NON DISCRIMINATION NOTICE**

### **Discrimination is Against the Law**

Great Lakes Surgical Associates complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex. Great Lakes Surgical Associates does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

Great Lakes Surgical Associates Provides:

- free aids and services to people with disabilities to communicate effectively with us, such as: Qualified sign language interpreters
- Written information in other formats (large print, audio, accessible electronic formats, other formats)
- Provides free language services to people whose primary language is not English, such as: Qualified interpreters, Information written in other languages

If you need these services, contact Lisa Loomis.

If you believe that Great Lakes Surgical Associates has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with: Lisa Loomis, Office Manager, 315 E Warwick Dr, STE 3, Alma, MI 48801, Phone: 989-463-6699, Fax: 989-466-2574. The Grievance Procedure is published on the GLSA website. You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, Lisa Loomis is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf>, or by mail or phone at: U.S. Department of Health and Human Services 200 Independence Avenue, SW Room 509F, HHH Building Washington, D.C. 20201 1-800-368-1019, 800-537-7697 (TDD) Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>

You can also file a civil rights complaint with the U.S. Department of Justice through: <https://civilrights.justice.gov/report/> or by mail to U.S. Department of Justice, Civil Rights Division 950 Pennsylvania Avenue NW 4CON, 9th Floor, Washington DC 20530. You can also file the Complaint by facsimile, to 202-307-1197.