

## **FEEDBACK & COMPLAINTS FORM**

<b>SECTION 1 – CONTACT DETAILS</b>			
<b>Would you like to remain anonymous? If “yes”, please go to Section 2</b>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name:			
Phone number:			
Email:			
<b>Would you like to be contacted?</b>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>SECTION 2 – RELATION TO THE ORGANISATION</b>			
<b>What is your relation to Real Living Options Association Inc?</b>			
<input type="checkbox"/> Participant <input type="checkbox"/> Family member of a Participant <input type="checkbox"/> Lifestyle Assistant		<input type="checkbox"/> Service Provider Representative <input type="checkbox"/> Member of the public <input type="checkbox"/> Other	
If other, please specify: _____			
<b>Are you submitting this on behalf of someone else? If “no” go to Section 3</b>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Is the person aware that you are submitting this on their behalf?</b>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
<b>Can you disclose who this relates to?</b>		<input type="checkbox"/> Yes	<input type="checkbox"/> No
Name:			
Relation to the organisation:			
<b>SECTION 3 – FEEDBACK AND COMPLAINT DETAILS</b>			
<input type="checkbox"/> I would like to provide feedback to RLO about possible improvements			
<input type="checkbox"/> I would like to recognise someone at RLO for their efforts			
<input type="checkbox"/> I have a concern I would like to raise			
<input type="checkbox"/> I would like to make a formal complaint			
<b>Please provide further details on the feedback or complaint also adding if you have reached out to RLO before regarding this matter</b>			
_____			
<b>Please provide details on what outcome you are seeking from your feedback or complaint</b>			
_____			

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