

## **NON-DISCRIMINATION POLICY STATEMENT**

It is the policy of KANSAS CITY BONE & JOINT CLINIC to provide services to all persons without regard to race, color, national origin, religion, sex, age or disability. No person shall be excluded from participation in, or be denied the benefits of any service, or be subjected to discrimination because of race, color, nationality, religion, sex, age or disability.

## **COMPLAINT POLICY & PROCEDURE**

If you feel that you have been denied a benefit or service because of your race, color, national origin, age, sex, disability, religious, or political beliefs, you may file a Complaint of Discrimination with the Program or Facility Administrator, either verbally or in writing. A written response will be issued to you within 15 days of complaint notice.

You may also file a complaint with an external agency. If you choose to file your complaint in writing, you must include your name, address, telephone number and a brief description of what occurred which led you to believe you were discriminated against. If you need assistance, the Program or Facility Manager will be available to assist you.

You may also file a Complaint of Discrimination by calling the State of Kansas, Human Rights Commission listed below. Please note that their office has a toll-free number in addition to a TDD number.

Kansas Human Rights Commission

Landon State Office Building

900 SW Jackson Street

Suite 568 South

Topeka, KS 66612-1258

(573) 751-9092

(800) 766-8014 or (800) 877-6916 (TDD)

You will not be intimidated, harassed, threatened, or suffer any penalty because you file a complaint. Any penalty or reprisal against you or any other involved persons is prohibited by law.