

NOTICE OF NONDISCRIMINATION

(Source: HHS Office for Civil Rights)

Rawlins Orthodontics complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability, or sex.

Rawlins Orthodontics does not exclude people or treat them differently because of race, color, national origin, age, disability, or sex.

Rawlins Orthodontics:

- 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)
- 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 Ms. Michelle Falco

If you believe that **Rawlins Orthodontics** 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:

Ms. Michelle Falco
5500 Skyline Drive, Suite 1
Wilmington, DE 19808
Phone: (302) 239-3531
Fax: (302) 239-5352
michelle@rawlinsorthodontics.com

You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, Ms. Michelle Falco, Financial Coordinator 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, DC 20201

Toll Free: 1-800-868-1019, 800-537-7697 (TDD).

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>.