Appendix 'C' -Request Form for Complaining to Next Level

Client Name: _____ Date: _____
(YYYY/MM/DD)

I am not satisfied with the response of my complaint; I want to appeal to the next level (please mark as appropriate):

- ☐ Immediate Supervisor
- ☐ Executive Team Member (ET)
- ☐ Chief Executive Officer (CEO)
- ☐ Board Chair and President

There is no higher level after Board chair & President. If you are still unsatisfied you are free to seek independent advice at your own cost. (Outside PCHS)
Remarks (if any):

_____

_____

_____

_____

_____

Thank you.

You will receive a response to your complaint within 30 working days.