

EQUAL EMPLOYMENT OPPORTUNITY
D. RESOLVING EMPLOYMENT AND PROGRAM PARTICIPANT
DISCRIMINATION COMPLAINTS

1. Any qualified Participant or employee who believes that he or she has been the subject of discrimination because of her or his race, color, religion, sex, national origin, ancestry, citizenship, handicap or age had the right to file a discrimination complaint with Choices In community Living, Inc. and to have the complaint heard by an appropriate authority of the agency, i.e., the Section 504 Coordinator or the Equal Employment Opportunity Officer of the agency. (Refer to Open Door Resolution of Employee Complaints or Suggestions, Policy #14.)
2. If not resolved internally, the hearing of the employee complaints of discrimination shall follow procedures set forth by the Ohio Department of Administrative Services and shall be conducted by the residential agency. (See attached procedures.)
3. Handicapped employee complaints will be provided such auxiliary aids as are necessary to offer an equal opportunity to participate in the complaint process. This includes, but is not limited to holding meetings in an accessible place and the provision of interpreters for the hearing impaired (if that is their preferred method of communication) at no cost to the handicapped participant.