

**Please print clearly and complete all sections of this form and email or fax to:**

Bassett Community Health Home  
Attn: Admin  
BassettHealthHome@bassett.org  
Fax #: 607-376-0220  
Phone #: 607-547-4887

**Please ensure to complete each section before sending, including as much information about your complaint as possible.**

## Information About Yourself

Name: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_  
House number & Street Name City State Zip Code

Telephone: ( ) - \_\_\_\_\_

## DETAILS OF YOUR COMPLAINT

When did this happen?

Where did this happen?

Have you filed a Complaint with anyone else?

If Yes, with whom?

Were there any witnesses?

You may add additional witness names on a separate sheet of paper.

Witness Name

May we contact the witness?

Are they aware we may be contacting them?

Witness phone number?