

# **Civil Rights Notice of Nondiscrimination**

## ***The Office of Jay Balasz, DDS***

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

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

It provides free aids and services to people with disabilities to communicate effectively with us, such as:

qualified sign language interpreters  
written information in others formats (large print, audio)

It 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 Sandy Stebe, our Civil Rights Coordinator. If you believe the Coordinator 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:

Sandy Stebe – Civil Rights Coordinator  
707 Bridge Street  
Charlevoix, MI 49720  
phone 231-547-2377  
fax 231-547-5372  
[info@balaszdental.com](mailto:info@balaszdental.com)

A grievance can be filed in person or by mail, fax, or e-mail. If you need help, Sandy Stebe is available to help you. You can also file a civil rights complaint with the U.S. Dept. 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  
1-800-537-7697

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