

Kids Central, Inc. System of Care Policy & Procedure

CONFLICT RESOLUTION COMPLAINT FORM WRITTEN STATEMENT - CHIEF

Name (Print):

Date:

Department:

Supervisor's Name:

SUMMARY OF PROBLEM

Please summarize your problem (e.g., what is your concern, who is involved, etc.), including when it first came to your attention. Explain the outcome from Step 1 of the Conflict Resolution process. If you need additional space, you may attach an additional sheet. Please be as *factual*, *brief* and *specific* as possible.

SUMMARY OF PROPOSAL TO RESOLVE PROBLEM

Please summarize your proposal for resolving the problem:

Employee Signature