Date: __________

Foster Parent Name: ______________________________________________________

Case Manager Name: ______________________________________________________

Supervisor Name: ________________________________________________________

Identify area(s) of the Foster Parent Law you believe has been violated or is specific to this grievance:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Please provide details of the incident(s). Include specific date, time, location and who was involved:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Please provide names and telephone numbers of any witnesses:
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Phone Number(s) where you can be reached: ________________________________

How can we correct this problem?
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

Have you taken any steps to resolve the issue(s) before filing this grievance?  □ Yes  □ No
If yes, please describe:
Have there been previous incidents involving the same staff? ☐ Yes ☐ No

GrievanceFiled by:

________________________________________
Foster Parent Signature Date

Received by Vice President of Foster Care:

________________________________________
Signature Date

Actions Taken/Agreements:

_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________
_________________________________________________________________________________

Date Closed: __________________________