

Merrimack Adult Day Health Center

32 Daniel Webster Hwy. Suite 10
 Merrimack, NH 03054
 P: 603-417-6656 F: 603-417-7113
 Celine Baribeau, Owner
 Email: celine@merrimackadhc.com

COMPLAINT PROCEDURES

The Complaint Procedures at Merrimack Adult Day Health Center, are as follows:

- All complaints shall be brought directly to the program's staff.
- If complaints cannot be immediately remedied, then they are to be submitted in writing to the Owner, Celine Baribeau.
- A plan of action outlining how the complaint will be resolved will be formulated by the Owner, Celine Baribeau. This plan of action will be shared with all parties involved and followed until the complaint is resolved.

By signing below, I acknowledge that I have been provided with a copy of the complaint procedures that are in place.

Participant and/or Responsible Party Signature:		Date:
Celine Baribeau and/or Program's Staff Signature:		Date: