



Jennifer Hallum  
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# Area Agency on Aging

Email to: [complaints@agingwest.org](mailto:complaints@agingwest.org)  
Compliance Hotline (844) 689-3912  
Fax (479) 783-0029

Carrie Tolbert  
Director of Nursing

David Joplin  
Director of Transportation

## COMPLAINT/INVESTIGATION LOG FORM

Contact Information	
Name:	Phone:
Address:	
Contact Name:	Relationship to Contact:

Complaint Information		
Date Reported:	Date Occurred:	Complaint Taken By:
<u>Complaint Details:</u>		

Investigation Information			
<u>Investigation Details:</u>		<u>Investigation Date:</u>	
<u>Corrective Action Take by Agency:</u>		<u>Corrective Date:</u>	
Was Complaint Resolved?	Yes	No	Date of Resolution:
Print Name:		Title:	Date:
<u>Investigator Signature:</u>			
<u>If not resolved what actions were taken?</u>			

Privacy Officer		
Print Name:	Title:	Date:
<u>Signature:</u>		