Department of Human Services Office of Facilities and Support Services, Transportation Services Section DHS Complaint Performance Log

Date received by RTO	Complai- nant	Subject of the Complaint	Invest- igator	Date form forwarded by RTO	Date resolution rec by RTO	Within response time frame?	Completed Resolution form?	Case Review Requested?	Group Meeting Required?	Date of Group Meeting	Action Plan Required?	Complaint Closed?	Date Closed	Comments

							HS Complaint F	erformance L	og					
Region	9		Fiscal Year	2017										
				Date form										
Date RTO		Subject of the		forwarded by		Within response		Case Review	Group Meeting					
received	Complainant	Complaint	Investigator	RTO	rec by RTO	time frame?	Resolution form?	Requested?	Required?	Meeting	Required?	Closed?	Closed	Comments
		ABC												
		Transportation	Contractor de											
12/25/17	John Doe	XYZ	Prime	12/26/17	3/16/17	Yes	Yes	No	NA	NA	NA	Yes	12/17/17	Sample
												1		