

## ARCADIA OUTPATIENT SURGERY CENTER ANTI-DISCRIMINATION POLICY

### Arcadia Outpatient Surgery Center

- Complies with applicable Federal civil rights laws and does not discriminate on the basis of race, color, national origin, age, disability or sex.
- Does not exclude people or treat them differently because of race, color, national origin, age, disability or sex.

### Arcadia Outpatient Surgery Center

- Provides free aids and services to people with disabilities to communicate effectively with us, such as: qualified sign language interpreters and written information in other formats (large print, audio, accessible electronic formats, other formats)
- Provides free language services to people whose primary language is not English, such as: qualified interpreters and information written in other languages.

If you need these services, contact Sara Gamm.

If you believe that you have been denied any of these services or discriminated against in another way, on the basis of race, color, national origin, age, disability or sex, you can file a grievance with:

Sara Gamm, Administrator  
614 West Duarte Road  
Arcadia, CA 91007  
P) 626-445-4714  
F) 626-445-1701  
[sara.gamm@scasurgery.com](mailto:sara.gamm@scasurgery.com)

You can file a grievance in person or by mail, fax or email, if you need help filing a grievance, the following person is available to help you:

Sara Gamm, Administrator

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf> or by mail or phone at:

US Department of Health and Human Services

200 Independence Ave, SW

Room 509F, HHH Building

Washington D.C 20201

800-368-1019, 800-537-7697

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>