

## **HHS Required Notice: Discrimination is Against the Law**

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

The Surgical Suites will utilize its best efforts to provide free aids and services to people with disabilities to communicate effectively with us; these include but are not limited to, such services as:

- 1. Qualified sign-language interpreters
- 2. Written information in other formats
  - a. (large print, audio, accessible electronic formats, other formats)
- 3. Language services to people whose primary language is not English
  - a. Qualified interpreters
- 4. Information written in other languages

We recognized that these services require preparation. We request that all patients requiring assistance please inform us as early as possible to arrange for these services in advance of surgery. If you need these services, contact the appropriate surgical coordinator for your doctor.

If you believe that The Surgical Suites has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance with:

Administrator
The Surgical Suites
1100 Ward Avenue, Suite 1001
Honolulu, HI 96814
(808) 531-0127
Fax (808) 531-0455

Email: Surgicals001@hawaii.rr.com

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Your personal surgeon's office

You can file a grievance in person or by mail, fax, or email. If you need help filing a grievance, anyone in our surgical center is available to help you.

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 <a href="https://ocrportal.hhs.gov/ocr/portal/lobby.jsf">https://ocrportal.hhs.gov/ocr/portal/lobby.jsf</a>, or by mail or phone at: U.S. Department of Health and Human Services 200 Independence Avenue, SW Room 509F, HHH Building Washington, D.C. 20201 1-800-368-1019, 800-537-7697 (TDD) Complaint forms are available at <a href="http://www.hhs.gov/ocr/office/file/index.html">http://www.hhs.gov/ocr/office/file/index.html</a>.