

**NEW BEGINNINGS ENTERPRISES, INC.
DISPUTE RESOLUTION FORM**

New Beginnings Enterprises, Inc. CDDO strives for everyone to be satisfied with the services they are receiving. Occasionally, problems do occur. When a person is not satisfied with the service they are receiving; Dispute Resolution should be followed. Each agency has their own policy on resolving conflict. You need to contact your agency for a copy of their Dispute Resolution policy. The following outline is information that the agency will need to resolve the problem or concern. If you need assistance with the Dispute resolution Process contact a CDDO Liaison at (620) 325-3333. When you have a problem you should complete this form and give it to a case manager.

What is the problem/concern?

Who have you spoken to regarding this problem/concern?

What has been done to correct the problem/concern?

Signature: _____

Date: _____