



DVHHS Service Center
Human Services/Public Health
405 Fourth Street, Bld. 4
PO Box 67
Jackson, MN 56143
(507) 847-4000
Fax: (507) 847-5616

DVHHS Service Center
Public Health
235 Ninth Street
PO Box 9
Windom, MN 56101
(507) 831-1987
Fax: (507) 847-5616

DVHHS Service Center
Human Services
11 4th Street
PO Box 9
Windom, MN 56101
(507) 831-1891
Fax: (507) 847-5616

Written Complaint Report

Community Complaint/Grievance Response Process

Individual Information (Person Reporting Complaint)

Your Name:	Phone:	Email:
Address (Include Street Address, City, State and Zip code):		

Complaint Information

Department Related to Your Concern:
Employee or Employees Involved in the Complaint:
Detailed Description of Your Complaint (attach additional sheets if necessary):
Please finish on page 2.
What Resolution Do You Seek?

Acknowledgement

Des Moines Valley Health and Human Services is committed to addressing all complaints in a timely and thorough manner. To ensure meaningful improvement in our services, we ask that all complaints be submitted with truthful and accurate information to the best of your knowledge. Frivolous or malicious complaints undermine this process and are discouraged.	
Your Signature (typed is accepted):	Date:

Reference: DV 2600 Community Complaint/Grievance Response Process

Detailed Description of Your Complaint Cont.