Wisconsin Department of Children and Families

Division of Management Services
Bureau of Regional Operations

YOUR RIGHTS

- **You may not be treated differently because of your RACE, COLOR, NATIONAL ORIGIN, DISABILITY, AGE, or SEX (GENDER).**
- **You have the right to receive information in a language that you understand at no cost to you.**
- **If you have a disability and need program information in an alternate format, you have the right to receive it at no cost to you.**

If you feel you have been treated differently by this agency because of your race, color, national origin, disability, political affiliation, religion, citizenship, age, or sex, you may file a complaint with:

Wade E. Woodworth, Compliance Analyst
(Name and Title of Civil Rights Coordinator)
Waukehsa County Department of Health and Human Services
(Agency)

Address: 514 Riverview Avenue, Waukesha, WI 53188

Telephone Number: (262) 548-7662, TTY Number: 711

Fax: (262) 970-6782, Email: hhscompliance@waukeshacounty.gov

You can file a complaint in person or by mail, fax or email. If you need help filing a complaint, Wade E. Woodworth, Compliance Analyst (Name and Title of Civil Rights Coordinator) is available to help you.

If you are dissatisfied with the local agency's resolution, the offices below have been designated to receive discrimination complaints at the state and federal levels.

Civil Rights Officer	**Office for Civil Rights**
Wisconsin Department of Children and Families	Centralized Case Management Operations
Division of Management Services	U.S. Department of Health and Human Services
P.O. Box 8916	200 Independence Avenue, S.W.
Madison, WI 53708-8916	Room 509F HHH Bldg.
DCFCivilRights@wisconsin.gov	Washington, D.C. 20201
(608) 422-6889 (Voice)	OCRComplaint@hhs.gov
Wisconsin Relay Service (WRS) - 711	(800) 368-1019 TDD Toll-free (800) 537-7697

Your complaint must include the time, date, place, and circumstances of the alleged discrimination. There are time limits for filing a discrimination complaint that may differ with each program.

The Department of Children and Families is an equal opportunity employer and service provider. If you have a disability and need to access services, receive information in an alternate format, or need information translated to another language, please call the Civil Rights Unit at 608-422-6889. Individuals who are deaf, hard of hearing, deaf-blind, or speech disabled can use the free Wisconsin Relay Service (WRS) – 711 to contact the department.