



Informal Complaint Process

Date: _____

Client Name: _____ Case #: _____

If you have any questions or concerns regarding your services at Recovery Technology, please call one of the following phone numbers for assistance. If you are unhappy with the outcome of your informal complaint, please contact a member of Recover Technology’s management team or if referred by LifeWays, you may contact LifeWays Customer Service.

For Recovery Technology:

Clinician’s Name: _____ Phone: _____

Recovery Technology Receptionist 517-780-3336

Recovery Technology CEO/Management 517-780-3336

Recovery Technology Recipient Rights Advisor 517-796-4520

If referred by LifeWays:

LifeWays Customer Service 517-780-3332

Client Signature: _____ Date: _____

Guardian Signature: _____ Date: _____

Witness Signature: _____ Date: _____