

THE PROCTER & GAMBLE COMPANY

HIPAA PRIVACY

COMPLAINT FORM

The Procter & Gamble Company and its subsidiaries (collectively, the “Company”) sponsor certain self-insured group health plans in the United States (collectively, the “Plan”). This is a complaint regarding the actions, policies and procedures, or Notice of Privacy Practices of the Plan and/or regarding actions of the Plan with respect to the individually identifiable health information of _____ [*Name of Participant or Beneficiary*]. Filing this Complaint Form will not affect the benefits you receive from the Plan, nor will the Plan retaliate or discriminate against you in any manner in response to your complaint.

Please complete the following form, sign and date it, and return it to Privacy Official,

_____. If you have any questions or concerns regarding this form or where to send it, please contact the Privacy Official at the aforementioned address. You may also file a copy of this complaint in writing with the U. S. Department of Health and Human Services, Office of Civil Rights, or via e-mail using the information at. For filing information for the Office of Civil Rights please contact the Plan at the number, address, or e-mail listed above.

Complainant:

Name _____

Address _____

Telephone: _____ E-mail address: _____

SSN#: _____

Complaint

Please provide a short description of your complaint and how you would like the Plan to address or resolve your complaint: _____

☐ additional pages attached.

I certify that the statements made in this complaint are true and correct to the best of my knowledge and belief.

		OR		
Signature	Date		Representative/Relationship	Date

PLEASE DIRECT COMPLAINTS OR QUESTIONS REGARDING THIS FORM TO:

Band III Director, NA Health & Wellness, My P&G Services & US Benefits Delivery
2 P&G Plaza GO TE3 Cincinnati OH 45201

If related to South Boston On-Site Medical Plan: to the Band III Director Boston Site Medical
Leader

OSMP Manager, South Boston Medical Plan, The Gillette Company, One Gillette Park, Mail Stop
1Y9 South Boston, MA 02127

COMPLAINING PARTY: PLEASE RETAIN A COPY FOR YOUR RECORDS