

NON-DISCRIMINATORY POLICY:

The Surgery Center of Lynchburg complies with applicable Federal civil rights laws and does not discriminate, exclude people, or treat people differently on the basis of race, color, national origin, age, disability, or sex.

LANGUAGE ASSISTANCE:

The Surgery Center of Lynchburg provides free aids and services to people with disabilities to communicate effectively with us, such as:

- Qualified Sign Language Interpreters
- Written information in other formats (large print)
- Provides free language services to people whose primary language is not English, such as:
 - Qualified Interpreters
 - Information written in other languages

If you need these services, contact the Administrative Director at (434)947-7700.

If you believe that the Surgery Center of Lynchburg has failed to provide these services or discriminated in another way on the basis of race, color, national origin, age, disability, or sex, you can file a grievance in person or by mail, fax, or email with:

Jan Claybrook, Administrative Director
Surgery Center of Lynchburg
2401 Atherholt Road
Lynchburg, VA 24501
Phone: (434)947-7700
Fax: (434)947-7711
Email: jclaybrook@sclbyg.com

If you need help filing a grievance, Jan Claybrook, Administrative Director is available to help you.

You can also file a civil rights complaint with the U.S. Department of Health and Human Services, Office for Civil Rights, electronically through the Office for Civil Rights Complaint Portal, available at <https://ocrportal.hhs.gov/ocr/portal/lobby.jsf> or by mail or phone at:

U.S. Department of Health and Human Services
200 Independence Avenue, SW
Room 509F, HHH Building
Washington, DC 20201
Phone: 1-(800)368-1019
Phone: 1-(800)537-7697 (TDD)

Complaint forms are available at <http://www.hhs.gov/ocr/office/file/index.html>