

Ryan White Part A Program Grievance & Complaint Log

Date of Receipt of Grievance or Complaint	Client or Entity Name	Assigned ID Number <i>(date in mm/dd/yyyy) followed by a number (e.g. 01/31/2010 – 1)</i>	Date of Issue of Grievance Acknowledgement	Date of Issue of Final Grievance Response	Disposition <i>Closed</i> <i>Appealed to RWPA</i>
<i>Example</i> 01/31/2010	John Smith	01/31/2010-01	02/02/2010	03/03/2010	Closed