

COMMENTS/COMPLIMENTS/COMPLAINTS FORM

At Together, we welcome comments, compliments and complaints from people who use our services, their carers, families and friends, and the people we come into contact with in our work. You do not have to give your name and contact details unless you want to (however, we may not be able to follow up and respond to your comment/compliment/complaint without these details)

Are you making a (please tick):

Comment Compliment Complaint

What Together service(s) does this relate to/is this about Together as an organisation?

What would you like us to know? (you can include paper if you need more space)

Are you: (please tick)

- Someone who uses a Together service
- A relative/friend/carer of someone who uses a Together service
- A neighbour/member of the public
- Someone who works for another organisation
- Other (please specify)

Is your comment/compliment/complaint about: (please tick)

- Someone who uses a Together service
- An individual Together staff member
- A specific Together staff team/service
- Together as an organisation
- Other (please specify)

Is there any response/action you would like us to take?

Your name and how we can contact you (if you would like a reply)

National Office Use Only

Project/Service comment relates to:

Date Received:

Added to Effective Software:

E/S No: