

Complaints, Compliments & Feedback Form

Aussie Ergonomics Pty Ltd

Aussie Ergonomics Pty Ltd is committed to providing the best possible service to people living with disability or injury. We value your feedback so we can improve the service we provide. Please let us know what we do well and where we can improve our services.

What type of feedback are you providing today?

Complaint Compliment Feedback

Personal Details

Do you wish to remain anonymous? Yes No

First name: Last name:

Address:

Telephone: Mobile:

Email:

Feedback information

Please share any feedback or concerns here. Include as much detail as possible. What was the cause of your feedback? When was the incident causing the feedback? Who were the staff and/or other people involved?

Did you discuss your concerns with Aussie Ergonomics Pty Ltd or another agency or person to receive assistance?

Yes No

If yes, please tell us with whom, when, and what was the outcome?

Complaints, Compliments & Feedback Form

Aussie Ergonomics Pty Ltd

Aussie Ergonomics Pty Ltd is committed to providing the best possible service to people living with disability or injury. We value your feedback so we can improve the service we provide. Please let us know what we do well and where we can improve our services.

What outcomes would you like as a result of your feedback or complaint?

How would you like us to get back to you?

In person	<input type="checkbox"/>	By phone	<input type="checkbox"/>	By email	<input type="checkbox"/>	By mail	<input type="checkbox"/>
-----------	--------------------------	----------	--------------------------	----------	--------------------------	---------	--------------------------

Privacy

Aussie Ergonomics Pty Ltd is committed to protecting your privacy. We collect and handle personal information that you provide on this form for investigating and responding to your complaint, compliment or feedback.

Aussie Ergonomics Pty Ltd will only use your information in accordance with relevant privacy and other laws. For us to provide the best services possible, we may need to share your personal information with others, such as advocacy or health organizations or Government, to assist with any concerns identified.

If you choose to remain anonymous, **Aussie Ergonomics Pty Ltd** may be unable to respond to your complaint, compliment or feedback.

If you wish to contact **Aussie Ergonomics Pty Ltd** about the information that you provide on this form, please call 07 4942 3848 or email info@aussieergonomics.com.au

You also have the right to access your information and seek correction under the Freedom of Information Act 1982. For information about making a Freedom of Information Act application, please contact the Office of the Australian Information Commissioner on 1300 363 992.

You can also provide feedback to the NDIS Quality and Safeguards Commission who take complaints about services you are not happy with. You can call the Commission on 1800 035 544 or use their online form at <https://www.ndiscommission.gov.au/participants/complaints>.

Declaration

I declare the information I have provided is true and correct.

Signature: Date: