



**COMMUNITY ACTION  
OF SOUTHERN KENTUCKY**

**REQUEST FOR LOCAL FAIR HEARING**

In accordance with 45 CFR 205.10

**If you are DISSATISFIED with action taken through Community Action of Southern Kentucky, Inc. you are urged to:**

- complete an application for services;
- seek an informal resolution through the county worker;
- seek an informal hearing of your complaint with the county or project supervisor, with the program director, or with the executive director.

To seek an informal hearing, you may file a written request within thirty (30) days from the date of the action. Complete Community Action of Southern Kentucky, Inc. **“Request for Fair Hearing Form”** and submit to the Community Action CEO/Executive Director or Equal Opportunity Officer. Agency personnel can help you complete this form.

At the local fair hearing, you may be represented by an attorney or other spokesperson.

If you are dissatisfied with the decision from the local hearing, you may file an appeal to the Kentucky Department for Community Based Services.

You will not suffer retaliation or sanction as a result of your request for a Fair Hearing.

You are entitled to a hearing on any of the following actions:

1. A denial, reduction, material modification, suspension, discontinuance, exclusion from or termination of a service.
2. Dissatisfaction with a service received, inappropriate or inadequate treatment, placement or visitation.
3. Failure of Community Action of Southern Kentucky, Inc. to act upon a request for service with reasonable promptness.
4. Failure of Community Action of Southern Kentucky, Inc. to take in account program participant's choice of service or a determination that the individual must participate in a service program against his wishes (except where required bylaw).
5. Discrimination against a program participant by Community Action of Southern Kentucky staff on account of age, sex, race, national origin, color, religion or handicap.