



STATE OF TENNESSEE  
 DEPARTMENT OF HUMAN SERVICES  
 OFFICE OF GENERAL COUNSEL  
 CITIZENS PLAZA BUILDING  
 400 DEADERICK STREET  
 NASHVILLE, TENNESSEE 37243  
 TELEPHONE: 615-313-4731 FAX: 615-741-4165  
 TTY: 1-800-270-1349  
 www.state.tn.us/humanserv/

**BILL HASLAM**  
 GOVERNOR

**RAQUEL HATTER, MSW, Ed.D.**  
 COMMISSIONER

**CIVIL RIGHTS COMPLAINT APPEAL**

**To: Department of Human Services  
 Civil Rights Compliance Officer  
 400 Deaderick Street, 15th Floor  
 Nashville, Tennessee 37243**

**Complainant's Name:** \_\_\_\_\_

**Complainant's Contact Information \***

**Mailing Address:**

**Phone Number(s):**

\_\_\_\_\_

**Home:** \_\_\_\_\_

\_\_\_\_\_

**Work:** \_\_\_\_\_

**Cell:** \_\_\_\_\_

**E-Mail address:** \_\_\_\_\_

**Finding to be Appealed:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Complainant / Appellant

All appeals of civil rights complaints will be forwarded to and handled by the federal oversight agency. You can also file an appeal directly with the federal agency.

Note: Appeals of eligibility decisions will be forwarded to and handled by the Department's Division of Appeals and Hearings. See attached Appeal Sheet.

**For Families First, Medicaid, or Child Support** – HHS, Director, Office for Civil Rights, Room 506-F, 200 Independence Avenue, S.W., Washington, D.C. 20201 or call (202)619-3257(TDD).

**For Vocational Rehabilitation** – U. S. Department of Education, Atlanta Office, Office of Civil Rights, 61 Forsyth St. S.W., Suite 19T70 Atlanta, GA. 30303-3104.

Please return the appeal form (HS-2634) within 30 days of receipt.

Office Use:

Received by: \_\_\_\_\_ Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_