

**SUBJECT:** Nondiscrimination in Services

**TO**: Parents, Guardians, Clients

**FROM**: Peter W. Grim, Executive Director

Admissions, the provisions of services, and referrals of clients shall be made without regard to race, color, religious creed, disability, ancestry, national origin (including limited English proficiency), age, or sex.

Program services shall be made accessible to eligible persons with disabilities through the most practical and economically feasible methods available. These methods include, but are not limited to, equipment redesign, the provision of aides, and the use of alternative service delivery locations. Structural modifications shall be considered only as a last resort among available methods.

Any individual/client/patient/student (and /or their guardian) who believes they have been discriminated against, may file a of complaint discrimination with:

The Common Place

5736 Chester Avenue

Philadelphia, PA 19143

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| Department of Human Services  Bureau of Equal Opportunity  Room 223, Health & Welfare Building  PO Box 2675  Harrisburg, PA 17105 | PA Human Relations Commission  Philadelphia Regional Office  110 N. 8th Street  Suite 501  Philadelphia, PA 19107 |
| U. S. Department of Health and Human Services  Office for Civil Rights  Suite 372, Public Ledger Bldg.  150 South Independence Mall West  Philadelphia, PA 19106-9111 | Commonwealth of Pennsylvania  DHS Bureau of Equal Opportunity  Southeast Regional Office  801 Market Street, Suite 5034  Philadelphia, PA 19107 |

P.O. Box 5415, Philadelphia, PA 19143

267-275-8238 . [thecommonplacephilly@gmail.com](mailto:thecommonplacephilly@gmail.com) . [www.thecommonplacephilly.org](http://www.thecommonplacephilly.org)