

**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 ServicesBureau of Equal OpportunityRoom 223, Health & Welfare BuildingPO Box 2675Harrisburg, PA 17105  | PA Human Relations CommissionPhiladelphia Regional Office110 N. 8th Street Suite 501Philadelphia, PA 19107 |
| U. S. Department of Health and Human ServicesOffice for Civil RightsSuite 372, Public Ledger Bldg. 150 South Independence Mall WestPhiladelphia, PA 19106-9111 | Commonwealth of PennsylvaniaDHS Bureau of Equal OpportunitySoutheast Regional Office801 Market Street, Suite 5034Philadelphia, PA 19107 |

P.O. Box 5415, Philadelphia, PA 19143

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