

Grievance Committee Report Form

(Return to Association when completed)

Case #: _____
Complainant(s) Respondent(s)

On _____, the _____
Date Name of Board

Grievance Committee met to review the above-referenced matter which is a(n) Request for Arbitration Ethics Complaint
 As a result of that meeting, the Grievance Committee recommends the following action.

Arbitration Request

- The arbitration request is a matter for mandatory arbitration and shall be forwarded to the Professional Standards Committee for a hearing.
- The arbitration request is a matter for voluntary arbitration and shall be forwarded to the Professional Standards Committee for a hearing, provided that all parties agree.
- The arbitration request is not a matter for arbitration and the Grievance Committee dismisses the request. The complainant has the right to appeal the dismissal to the Board of Directors within 20 days from the date that staff transmits the dismissal notice.
Reason for dismissal: not timely filed not arbitrable board does not have jurisdiction
 other (*explain*) _____

Ethics Complaint

- The complaint, if taken as true on its face, constitutes potentially unethical conduct and will be forwarded to the Professional Standards Committee for a hearing. Articles originally charged: _____.
- The complaint is amended by adding and/or deleting the following Articles and will be forwarded to the Professional Standards Committee for a hearing:

Articles Added	Articles Deleted
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Rationale for Article(s) added: _____

Reason for dismissing Articles: not timely filed allegations do not demonstrate a possible violation of the Code
 other (*explain*) _____

Note which reason is applicable to which Article(s) dismissed. If the complainant does not agree with deleting an Article(s), complainant may appeal the dismissal of the Article(s) to the Board of Directors within 20 days of transmittal of the dismissal notice.

If no appeal is filed, the complaint, as amended, shall be forwarded to the Professional Standards Committee for hearing. If an appeal is filed, then no hearing will be held until the appeal is heard.

Reason for dismissing complaint: not timely filed allegations do not demonstrate a possible violation of the Code
 association does not have jurisdiction over the respondent
 other (*explain*) _____

If the complainant does not agree with the dismissal of the complaint, the complainant may appeal the dismissal to the Board of Directors within 20 days from transmittal of dismissal notice.

Grievance Committee Chairperson Date