RICE

CONFIDENTIAL MEMORANDUM

TO: Mary Cronin, Associate Vice President for Human Resources, MS-92

RE: Complaint Concerning Protected Health Information

I wish to file a formal complaint concerning the privacy of my protected health information. Specifically, my complaint is as follows:

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_____
Employee's Printed Name

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Employee's Signature

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Employee's Extension

_____
Employee's Department and Mail Stop

_____
Date