

Nondiscrimination Statement Checklist

Content <i>References:</i> Exhibit B, Part 3, Section 2 b; ORS Chapter 659A; Title VI of the Civil Rights Act	MCE: Reviewers: Date:	
	MET	COMMENTS
1. Must include Language Access Tagline. Tagline must include how a member can access auxiliary aids and services, including materials in alternate formats, other languages, oral interpretation at no cost to them. Tagline must be a minimum of 18-point font.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
2. Overall document font size must be no smaller than 12-point for regular print.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
3. Must be in easily understood language and format. 6 th grade reading level or lower using the Flesch-Kincaid readability scale.	<input type="checkbox"/> YES <input type="checkbox"/> NO	
4. Must explain CCO's nondiscrimination policy: CCO and its providers comply with applicable state and federal civil rights laws. It cannot treat people unfairly in any of its programs or activities because of a person's: <ul style="list-style-type: none"> a. Age; b. Color; c. Disability; d. Gender identity; e. Marital status; f. National origin; g. Race; h. Religion; i. Sex; and, j. Sexual orientation. 	<input type="checkbox"/> YES <input type="checkbox"/> NO	
5. Must explain how and where to report discrimination and who to contact if the member needs assistance filing a grievance. If member feels they were treated unfairly for any of the above reasons the member can contact any of the following: <ul style="list-style-type: none"> a. CCO: include contact information for CCO's Non-discrimination coordinator, website (with direct link to complaint form), mailing address, email address and toll-free phone number (TTY). 	<input type="checkbox"/> YES <input type="checkbox"/> NO	

<p>b. Oregon Health Authority (OHA) Civil Rights Web: www.oregon.gov/OHA/OEI Email: OHA.PublicCivilRights@state.or.us Phone: (844) 882-7889, 711 TTY Mail: Office of Equity and Inclusion Division, 421 SW Oak St., Suite 750, Portland, OR 97204</p> <p>c. Bureau of Labor and Industries Civil Rights Division Phone: (971) 673-0764 Email: crdemail@boli.state.or.us Mail: Bureau of Labor and Industries Civil Rights Division, 800 NE Oregon St., Suite 1045, Portland, OR 97232</p> <p>d. U.S. Department of Health and Human Services Office for Civil Rights (OCR) Web: https://ocrportal.hhs.gov/ocr/smartscreen/main.jsf Phone: (800) 368-1019, (800) 537-7697 (TDD) Email: OCRComplaint@hhs.gov Mail: Office for Civil Rights, 200 Independence Ave. SW, Room 509F, HHH Bldg., Washington, DC 20201</p>		
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