

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 include revision date in footer	<input type="checkbox"/> YES <input type="checkbox"/> NO	
4. 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	
5. Must explain CCO's nondiscrimination policy: CCO and its providers comply with applicable state and federal civil rights laws. It cannot treat people (including members and potential members) 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. k. Health status 	<input type="checkbox"/> YES <input type="checkbox"/> NO	
6. Must explain how and where to report discrimination and who to contact if the member needs assistance filing a grievance. [Moved from #7]	<input type="checkbox"/> YES <input type="checkbox"/> NO	
7. Must include that 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 	<input type="checkbox"/> YES <input type="checkbox"/> NO	

<p>direct link to complaint form), mailing address, email address and toll-free phone number (TTY).</p> <p>b. Oregon Health Authority (OHA) Civil Rights Web: www.oregon.gov/OHA/OEI Email: OHA.PublicCivilRights@odhsoha.oregon.gov 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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