

Acknowledgement Form

By signing this form, you are indicating that you have been provided the information listed below in a format that is understandable and/or accessible to you and have reviewed this information.

- Admission, Termination and Cost of Services**
- Roles, Rights and Responsibilities**
- Grievance/Complaint Procedure**
- Policies and Procedures**
- Participant Request for Reasonable Accommodation Form**
- Reasonable Accommodation Medical Documentation Form**

I have received the information in this document in a format that is understandable by me. Furthermore, by signing I am stating that I understand and agree to my Rights and Responsibilities as a client of Service Alternatives, Inc.:

Client signature and date: _____

Parent/Guardian signature and date: _____

SA Staff signature and date: _____

Information reviewed with **Client/Parent/Guardian** on: _____ (date)

By _____ (SA Staff name)

Information reviewed with **NSA** (if applicable) on: _____ (date)

By _____ (SA Staff name)

The sections above will be reviewed with the client/parent/guardian/NSA at least annually. They can be reviewed within the Client Handbook at www.servalt.com/community-employment-services or provided by your SA Representative.