MEMORANDUM

TO:        QUEST Integration Health Plans

FROM:  Judy Mohr Peterson, PhD
        Med-QUEST Division Administrator

SUBJECT: GRIEVANCE ACKNOWLEDGEMENT TEMPLATE REVISION

The Department of Human Services, Med-QUEST Division (MQD) is issuing this memorandum to provide QUEST Integration (QI) health plans with a revision to the Acknowledgement of Grievance templates, issued to the health plans on May 11, 2016.

The attached Acknowledgement of Grievance templates includes both the letter (2A) and memo (2B) format to be used at your discretion.

Health plans shall implement the revised Acknowledgement of Grievance templates no later than July 3, 2017.

Please contact Jon Fujii via e-mail at jfujii@dhs.hawaii.gov or call him at 692-8093 should you have any questions.

Attachments:
2A Acknowledgement of Grievance Template – Letter
2B Acknowledgement of Grievance Template – Memo