

Compliance Reporting Form

Instructions: Any Hospital Board Member, officer, manager, or other workforce member, including employees, trainees, providers, consultants, independent contractors, students, temporary workers and volunteers (“Affected Persons”) of Oneida Healthcare, including the hospital and all its departments and health centers, the Extended Health Care Facility, Oneida Healthcare’s affiliated physician practices, and any other department of entity which is part of Oneida Healthcare may complete this form if you feel there was/is a situation of potential non-compliance with NY State regulations, federal regulations, OHC’s own policies or the OHC or OMP/OMS Corporate Compliance Plans.

Please complete and return this form by mail or e-mail to Renee Olmsted, the Corporate Compliance Director, for review.

Date:	
Name & department of individual writing this report (unless you wish to remain anonymous*):	
How do you wish the Compliance Director to contact you for follow-up? Please provide phone number and/or email address.	Check one: Email/phone: ___ at OHC ___ at Home Phone number: _____ Email address: _____
What are you reporting? Please explain your concern and why it concerns you.	
What are the date(s) or time frame for your concern?	
Department(s) involved:	
Any other individuals and/or department(s) involved (unless they wish to remain anonymous):	
Are there any supervisors or department managers you have spoken to about your concern? YES- NO	If yes, what actions did they take and what were you told?
Any additional information you would like to share?	

Note: *The Compliance Director will maintain this report in a confidential manner, which means that your identity will not be disclosed unless, the matter is turned over to a law enforcement agency. It is helpful for you to allow this to be handled confidentially rather than anonymously, so that the Compliance Director can contact you with any questions and provide you with the outcome of the investigation. If you choose to remain anonymous, the Compliance Director may not be able to further the investigation or notify you directly with the results of any investigation. However, you may contact the Compliance Director directly at extension 2117 or phone 315-361-2117 if you have any further information or questions.

EDM (01209) 9/08 Compliance Reporting Form Staff