

Georgia Division of Family and Children Services
Notification of Receipt: Step One Grievance

This form serves as the official notification of receipt of your grievance to _____ County DFCS.

Grievance of _____
(Foster Parent(s))

This official notification is to inform you that the County Director has received your STEP ONE grievance. The county office must accomplish the following within (10) ten business days:

- Investigate the grievance;
- Facilitate a staffing with all parties unless the grievance can be successfully resolved without it; and
- Send a written response indicating the resolution or decision reached.

Below are the date markers for your grievance. If you should have any questions, please contact _____ at _____ or via email at _____.

_____ Date Grievance Received

_____ Due Date (10-business days)

cc. _____, Regional Director

_____, Foster Care Services Director, State Office