
Ethics Commission Formal Complaint Form

All complaints must be submitted to the Ethics Office at AOTA using the Formal Statement of Complaint Form. Complainants must complete the form in its entirety. Anonymous submissions will not be accepted.

Date: _____

Complainant: (Information regarding individual filing the complaint)

NAME

ADDRESS

TELEPHONE

CITY, STATE & ZIPCODE

E-MAIL ADDRESS

Respondent: (Information regarding individual against whom the complaint is directed)

NAME

ADDRESS

TELEPHONE

CITY, STATE & ZIPCODE

E-MAIL ADDRESS

Alleged violations of Standards of Conduct from the AOTA Occupational Therapy Code of Ethics

- List the Standards of Conduct from the AOTA Occupational Therapy Code of Ethics that the Respondent allegedly violated. **(REQUIRED)**

Summarize the facts and circumstances, including dates and events, that support a violation of the AOTA Occupational Therapy Code of Ethics and this complaint.

- Include steps, if any, that have been taken to resolve this complaint before filing.
- If you have filed a complaint about this same matter with any other agency (e.g., NBCOT®; SRB; academic institution; any federal, state, or local official), indicate to whom it was submitted, the approximate date(s), and resolution if known.

Attach any supporting documentation that provides evidence that a violation of the AOTA Occupational Therapy Code of Ethics has occurred.

- Do not include confidential information or documents, such as patient or employment records.

Sign and Date

I certify that the statements/information within this complaint are correct and truthful to the best of my knowledge and are submitted in good faith, not for resolution of private business, legal, or other disputes for which other appropriate forums exist.

SIGNATURE

DATE

Send this form and attachments to the AOTA Ethics Commission

- By mail marked **CONFIDENTIAL**:
Ethics Commission
American Occupational Therapy Association, Inc.
Attn: Ethics Program Manager/Ethics Office
7501 Wisconsin Avenue, Suite 510E
Bethesda, MD 20814-6519

- By email:
Send all material in **PDF** format to ethics@aota.org with "**Complaint**" in the subject line.