

INCIDENT REPORT FOR SUSPECTED VIOLATIONS

Any compliance concern including suspected or actual misconduct should be reported to the SummaCare Compliance Department.

Your Contact Information (Optional)

Reported Incident Information	
Date Incident Happened (If Known):	
Date Incident Discovered:	
Incident Description:	
Notes/Additional Comments:	

To report an issue (all methods of reporting are confidential) you may:

1. **Complete and submit the above form.** To report an issue, please complete the above form to the best of your ability. (If you do not have all of the requested information, enter what you currently know and the SummaCare Compliance department will investigate further.) Please mail your completed form to: SummaCare, Inc., ATTN: Compliance Officer, P.O. Box 3620, Akron, OH 44309-3620 or email the form to compliance@summacare.com.
2. **Call the SummaCare Compliance Hotline.** Available 24 hours/day, 365 days/year, you may report an issue by calling toll free 1-800-361-3908 or 330-996-8821.
3. **Report an Issue Online.** Visit www.summacare.com/Resources/LegalPrivacy.aspx and click on "Report an Issue" to complete and submit the confidential form.