

**Total Foot Care** does not discriminate on the basis of race, color, national origin, sex, age, or disability. Total Foot Care, free-of-charge, provides auxiliary aids and services, as appropriate, for individuals with disabilities and language assistance for individuals with limited English proficiency. If you would like to file a grievance with Total Foot Care you may contact us directly:

Total Foot Care  
7525 Greenway Center Dr.  
Suite 112  
Greenbelt, MD 20770  
Phone: (301) 345-4087 Fax: (301) 345-0482

Or file a grievance with the [Office for Civil Rights \(OCR\)](#):

**Online:** You may file a complaint with OCR using OCR's electronic complaint form at the following website:<http://www.ed.gov/about/offices/list/ocr/complaintintro.html>.

**Mail or Facsimile:** You may mail or send by facsimile information to the address or phone number available at [this link](#). You may use OCR's [Discrimination Complaint Form](#) or write your own letter. If you write your own letter, please include:

- The complainant's name, address and, if possible (although not required), a telephone number where the complainant may be reached during business hours;
- Information about the person(s) or class of persons injured by the alleged discriminatory act(s) (names of the injured person(s) are not required);
- The name and location (city and state) of the institution that committed the alleged discriminatory act(s); and
- A description of the alleged discriminatory act(s) in sufficient detail to enable OCR to understand what occurred, when it occurred, and the basis for the alleged discrimination.

**Email:** You may email OCR's [Discrimination Complaint Form](#) or your own signed letter to [ocr@ed.gov](mailto:ocr@ed.gov). If you write your own letter, please include the information identified above.

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Our practice provides language assistance free of charge for individuals with limited English proficiency. Please contact our office for assistance.

### **Spanish**

Nuestra práctica ofrece ayuda con el idioma de forma gratuita para las personas con conocimientos limitados del Inglés . Por favor, póngase en contacto con nuestra oficina para obtener ayuda.

### **Chinese**

我們的實踐提供免費的英文水平有限的個人語言協助。請聯繫我們的辦公室尋求幫助。

### **Korean**

우리의 연습 은 제한된 영어 능력 을 가진 개인을위한 무료 언어 지원을 제공합니다. 도움을 저희 사무실 에 문의하시기 바랍니다.

### **Vietnamese**

thực hành của chúng tôi cung cấp hỗ trợ ngôn ngữ miễn phí cho các cá nhân có trình độ tiếng Anh hạn chế. Hãy liên hệ với văn phòng chúng tôi để được giúp đỡ

## French

Notre pratique fournit une assistance linguistique gratuite pour les personnes ayant une connaissance limitée de l'anglais. S'il vous plaît communiquer avec notre bureau d'assistance

## Tagalog

Ang aming pagsasanay ay nagbibigay ng tulong sa wika nang walang bayad para sa mga indibidwal na may limitadong kasanayan sa Ingles. Mangyaring makipag-ugnay sa aming opisina para sa tulong.

## Russian

Наша практика предоставляет языковую помощь бесплатно для лиц с ограниченным знанием английского языка . Пожалуйста, обращайтесь в наш офис для получения помощи.

## Amharic

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## Yoruba

Wa asa pese ede iranlowo free ti idiyele fun ẹni-kọọkan peḷu opin English pipe . Jọwọ kan si wa ọfiisi fun iranlowo .

## Urdu

ماری پریکٹس محدود انگریزی میں مہارت کے حامل افراد کے لئے مفت کے انچارج زبان مدد فراہم . مدد کے لئے ہمارے دفتر سے رابطہ کریں .

## Persian

عمل ما کمک زبان رایگان برای افراد با مهارت محدود انگلیسی فراهم می کند . لطفا با دفتر ما تماس بگیرید.

## Portuguese

Nossa prática presta assistência a linguagem gratuitamente para indivíduos com proficiência limitada Inglês . Entre em contato com o nosso escritório para obter assistência.

## Arabic

تقدم ممارستنا المساعدة اللغوية مجانا للأفراد مع إجادة اللغة الإنجليزية محدودة. يرجى الاتصال بمكتبنا للحصول على المساعدة .

## Gujarati