**Please note:**

* QRMHA cannot guarantee complete confidentiality. The contents of this document may be shared to resolve the complaint here within.
* By completing the form, you agree that QRMHA may share some or all of this information in the process of resolving the complaint.
* Complaints will be addressed according to severity, resources and safety for participants.
* All complaints must accompany the QRMHA “Complaint Submission Form” prior to review
* Email to info@quintedevils.com with Subject: Complaint

**Please complete:**

**1. Person making the complaint:**

 [ ]  Player [ ]  Parent [ ]  Volunteer [ ]  Official [ ]  Employee

Name: Click or tap here to enter text.

Mailing Address: Click or tap here to enter text.

Street/Box Number City Postal Code: Click or tap here to enter text.

Phone Number: Click or tap here to enter text.

Email: Click or tap here to enter text.

**2. Person on whose behalf the complaint is made: (to be completed if different from above)**

Name: Click or tap here to enter text.

Birth Date: Click or tap to enter a date.

**3. Name of person(s) against whom you are complaining:**

Name: Click or tap here to enter text. Title/Role: Click or tap here to enter text.

Volunteer/Team/Member: Click or tap here to enter text.

Name: Click or tap here to enter text. Title/Role: Click or tap here to enter text.

Volunteer/Team/Member: Click or tap here to enter text.

 **4. When did this incident occur?** Click or tap to enter a date.

**5. Please check the box that best describes your complaint:**

(Refer to Harassment/Abuse/Bullying Policy)

A. [ ]  Harassment

**Type of behaviour:** [ ]  Conduct [ ]  Gestures [ ]  Comments

**Based on:** [ ]  Race [ ]  Ethnicity [ ]  Disability [ ]  Gender [ ]  Religion [ ]  Age [ ]  Sexual orientation

 [ ]  Marital Staus [ ]  Family Status [ ]  Pardoned Conviction

[ ]  Other (Please Specifiy) Click or tap here to enter text.

B. [ ]  Abuse

**Type of behaviour**: [ ]  Physical [ ]  Emotional [ ]  Sexual [ ]  Neglect

Please note: QRMHA will not investigate reports of abuse that do not meet the definitions provided. This information will be provided to the appropriate authorities for follow up.

C. [ ]  Bullying

**Type of behaviour:** Physical [ ]  Verbal [ ]  Relational [ ]  Reactive

D. [ ]  Misconduct

 **6. Particulars:**

Provide a summary of the incidents you are complaining about.

Your summary must answer the following questions. Section 6 should be no longer than 2 pages. You may attach any additional documents as necessary.

1. Date incident(s) happened?

2. Where did the incident(s) happen?

3. Who was involved (Name and title / role)?

4. What happened?

5. How were you treated differently from others (if at all)?

6. How do the incident(s) relate to the ground(s) you selected?

7. Remedy / Resolutions you are seeking?

Click or tap here to enter text.

**APPENDIX A**

The following are definitions that may be used to determine the grounds on which the complaint is made and the process to address it. They are meant as a supplement to the definitions found within QRMHA Code of Conduct as well as the OMHA. QRMHA acknowledges and supports Hockey Canada’s definitions of bullying, harassment and abuse.

**Misconduct**

Misconduct refers to the behaviour or a pattern of behaviour that is found, by a formal (ie, an independent investigation) or informal process (ie, an internal fact finding) to be contrary to the QRMHA Code of Conduct and that is not harassment, abuse or bullying.

**Bullying**

Bullying describes behaviors that are similar to harassment, but occur between child and youth that are not addressed under human rights laws. Bullying is intentionally (or nonintentional) hurting someone in order to insult, humiliate, degrade or exclude him or her. There are a number of specific categories of Bullying, as set out below:

**Physical Bullying**: Hitting, shoving, kicking, spitting on, grabbing, beating others up, damaging or stealing another person’s property.

**Verbal Bullying**: Name calling, hurtful teasing, humiliating or threatening someone, degrading behaviors; may happen over the phone, through text messaging or chat rooms, through social media sites, in notes or in person.

**Relational Bullying**: Trying to cut off victims from social connection by convincing peers to exclude or reject a certain person. This may happen in person, over the phone, through the computer.

Reactive Bullying: Engaging in bullying as well as provoking bullies to attack by taunting them.

Cyber Bullying: Involves the use of information and communication technologies such as email, cell phones and text messaging, camera phones, instant messaging, social networking sites such as Facebook and Twitter, defamatory personal websites, to support deliberate, repeated and hostile behavior by an individual or group that is intended to harm others, threaten, harass, embarrass, social exclude or damage reputations and friendships.

**Harassment**

Harassment is defined as conduct, gestures or comments which are insulting, intimidating, humiliating, hurtful, malicious, degrading or otherwise offensive to an individual or group of individuals which create a hostile or intimidating environment for work or sports activities, or which negatively affect performance or work

Any of the different forms of harassment must be based on a prohibited ground of discrimination in human rights legislation, including race, ethnicity, colour, religion, age, sex, marital status, family status, disability, pardoned conviction and sexual orientation.

**Abuse**

Child abuse is any form of physical, emotional and / or sexual mistreatment or lack of care which causes physical injury or emotional damage to a child. A common characteristic of all forms of abuse against children and youth is an abuse of power or authority and / or breach of trust. Abuse is an issue of child protection. Protection refers to provincial, territorial or Aboriginal band-appointed child protective services. A child may be need of protection from harm if abuse or neglect is suspected. Information about one’s legal duty to report and circumstances under which reporting must occur according to child protection legislation is available at [www.hockeycanada.ca](http://www.hockeycanada.ca).

**Emotional Abuse**

Emotional abuse is a chronic attack on a child or youth’s self-esteem; it is psychologically destructive behavior by a person in a position of power, authority or trust. It can take the form of name-calling, threatening, ridiculing, berating, intimidating, isolating, hazing or ignoring the child or youth’s needs.

**Physical Abuse**

Physical abuse is when a person in a position of power or trust purposefully injures or threatens to injure a child or youth. This may take the form of slapping, hitting, shaking, kicking, pulling hair or ears, throwing, shoving, grabbing, hazing or excessive exercise as a form of punishment. Neglect A general definition of neglect is the chronic inattention to the basic necessities of life such as clothing, shelter, nutritious diets, education, good hygiene, supervision, medical and dental care, adequate rest, safe environment, moral guidance and discipline, exercise and fresh air. Neglect may apply in a hockey setting where there is a chronic inattention in the hockey context (ie, when a player is made to play with injuries). Sexual Abuse Sexual abuse is when a child or youth is used by a child or youth with more power or an adult for his or her own sexual stimulation or gratification. There are two categories of sexual abuse: contact and non-contact.