



How to comment or raise a concern/complaint about our services

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LOROS

Hospice Care for Leicester, Leicestershire & Rutland

Being there for *you*
and *your family*

How to comment or raise a concern/ complaint about our services

How to comment on our services

We use your comments to improve our services. You can talk to any of our staff at any time. You could also fill in a Tell Us What You Think card and put into one of the boxes located in reception, outpatients, day therapy and ward areas – you don't have to give your name.

If you are a patient or carer, you are welcome to attend one of our regular meetings with patients and carers, where you can share your views and experiences to help shape our services for future patients. For further information please contact the Patient Experience Lead on (0116) 231 3771.



How to raise a concern or make a complaint

If you have any concerns or would like to complain, we'd like to try to resolve these as soon as possible. You can let us know about the issue by talking to any member of staff, or by putting your concerns in writing and handing it to a member of staff, sending it to the Director of Care Services via email to info@loros.co.uk or posting it to the address at the end of this leaflet.

What happens next?

- The Director of Care Services or their deputy will write to confirm that we have received the complaint within three working days
- The appropriate manager will investigate the issues raised and we will reply with the findings and any actions proposed within 28 days unless there are any extenuating circumstances

The senior clinical team will ensure that any necessary changes are implemented to help improve future patient care.

Getting help to complain or raise a concern

Some people may not feel well enough to make a complaint or raise a concern, or may be unsure what to expect. Please feel free to bring a friend or relative with you to talk about your concerns or you could ask them to help you put your concerns in writing. Alternatively, we can arrange for a member of staff to help, or give you details of an independent advocacy service.

If you are not satisfied with our response

As an organisation we hope to resolve any concerns raised.

We hope our response will reassure you that we have taken your concerns seriously and addressed any required changes to our services. We are also happy to arrange a meeting with the relevant clinical and management staff to help to reach a satisfactory conclusion.

If following this this you are still concerned, you may complain to the local government ombudsman at:
**The Local Ombudsman,
PO Box 4771, Coventry, CV4 0EH**

Telephone:
0300 061 0614
or **0845 602 1983**

The Care Quality Commission has a responsibility for checking every care provider that is registered meets important standards of quality and safety. Even though they cannot look into individual complaints they would like to hear from you about your experience.

You can write to them at:
**Care Quality Commission,
East Midlands Office, Citygate,
Gallowgate, Newcastle Upon Tyne,
NE1 4PA**

Telephone them on:
03000 616161
or visit their website at:
cqc.org.uk



In case of comments or complaints, please contact:

Chief Executive or Director of Care Services
LOROS, Groby Road, Leicester LE3 9QE

or, Care Quality Commission, East Midlands Office, Citygate, Gallowgate,
Newcastle Upon Tyne NE1 4PA

Alternative language copies available

If you would like this information in another language or format, please contact the Patient Experience Lead PA on 0116 231 8435

જો તમને આ માહિતીની અન્ય ભાષા અથવા સ્વરૂપમાં આવશ્યકતા હોય તો કૃપા કરી ટેલીફોન નંબર 0116 231 8435 પર Patient Experience Lead PA (પેશન્ટ એક્સપેરીયન્સ લીડ પીએ) નો સંપર્ક કરો

Jeżeli chcieliby Państwo otrzymać niniejsze informacje w tłumaczeniu na język obcy lub w innym formacie, prosimy skontaktować się z PA Zespołu Patient Experience pod numerem telefonu 0116 231 8435.

ਜੇਕਰ ਤੁਸੀਂ ਇਸ ਜਾਣਕਾਰੀ ਨੂੰ ਕਿਸੇ ਹੋਰ ਭਾਸ਼ਾ ਜਾਂ ਪ੍ਰਾਰੂਪ ਵਿੱਚ ਪ੍ਰਾਪਤ ਕਰਨਾ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਰੋਗੀ ਅਨੁਭਵ ਪ੍ਰਤੀਨਿਧੀ PA ਨਾਲ 0116 231 8435 ਟੈਲੀਫੋਨ ਨੰਬਰ ਤੇ ਸੰਪਰਕ ਕਰੋ।

Haddii aad ku dooneyso macluumaadkan luqad kale ama habeyn kale fadlan la soo xiriir
Hogaan Bukaanka Waayo-aragga PA taleefoon nambarka 0116 231 8435

আপনি অন্য কোনো ভাষা বা ফরম্যাটে এই তথ্য পেতে চাইলে অনুগ্রহ করে 0116 231 8435
টেলিফোন নম্বরে প্যাসেন্ট এক্সপেরিয়েন্স লিড পিএ-তে যোগাযোগ করুন

اگر آپ کو یہ معلومات کسی اور زبان یا فارمیٹ میں درکار ہوں تو برائے مہربانی پیشنٹ ایکسپیرینس لیڈ کے
PA سے اس فون نمبر پر بات کریں 0116 231 8435

LOROS Groby Road, Leicester LE3 9QE

☎ (0116) 231 3771

✉ info@loros.co.uk

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