

481—580.2(153) Form, content and submission of complaints.

580.2(1) Complaints should be filed with department staff associated with the board. Complaints may be filed via the board's online database or via complaint form by email, by fax, by mail, or in person. Contact information for the board is available on the department's website.

580.2(2) A written complaint should include the following facts:

- a.* The full name and contact information of the complainant.
- b.* The full name, address, or contact information of the licensee or registrant against whom the complaint is filed.
- c.* A statement of the facts concerning the alleged acts or omissions.

[ARC 8994C, IAB 3/5/25, effective 4/9/25]