**Klachtenformulier Fysiotherapiepraktijk Houwer & Ruijs**

**Gegevens cliënt**

Naam en voorletters: ......................................................................................

Adres: ......................................................................................

Postcode/ woonplaats: ......................................................................................

Telefoon: ......................................................................................

E-mail: …………………………………………………………………………………

Datum indiening klacht: ......................................................................................

**Omschrijving klacht**

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*(in te vullen door Fysiotherapiepraktijk Houwer & Ruijs)*

Datum ontvangst: ..........................................................................

Klacht doorgegeven aan (=klachtfunctionaris) ..........................................................................

Datum: ..........................................................................

Functie: ..........................................................................

Telefoonnummer: ..........................................................................

Datum verzending ontvangstbevestiging: ..........................................................................

Reactie betrokken medewerker Fysiotherapiepraktijk Houwer & Ruijs (omschrijving)

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**Afhandeling klacht**

Aanbod aan de klager (omschrijving)

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Datum aanbod: ................................................

Reactie van de klager (omschrijving)

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Datum reactie: ............…………...............

Eventuele vervolgactie:

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Preventieve maatregelen:

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Afgehandeld door: .............................................................................................................................

Datum: .............................................................................................................................

Handtekening:

Opmerkingen

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