**Compliance Hotline Script: Sample Language**[[1]](#footnote-1)

Thank you for calling [*Health Center name*]’s Corporate Compliance Hotline.

[*Health Center name*] employees and contractors may use this hotline to report questions or concerns about confidentiality; potential fraud, waste, abuse; or mismanagement related to [*Health Center name*] or its contractors.

This hotline is for employees and contractors of [*Health Center name*] only. If you are a patient, please [*include patient options or other phone numbers here. For example, “press option 2 for the patient resolution hotline”*].

Employees and contractors of [*Health Center name*], please leave your name, a number where you can be reached back and a brief message describing the issue you are calling about. Someone from the Office of Corporate Compliance will contact you for further information.

We do not recommend reporting anonymously because it does not allow us to follow-up with you if we determine that we need more information to investigate a potential issue. Nevertheless, if you plan to report anonymously, please provide as much detail as possible in your message.

Thank you for your participation in [*Health Center name*]’s Corporate Compliance Program.

1. The Authors of these materials include attorneys at the law firm of Feldesman Tucker Leifer Fidell LLP. The sample documents offer general guidance based on federal law and regulations and do not necessarily apply to all health centers under all facts and circumstances. Further, these materials do not replace, and are not a substitute for, legal advice from qualified legal counsel. [↑](#footnote-ref-1)