

**Circular C-001  
Attachment 1**

**Civil Rights Contact Information**

**HHSC Civil Rights Area Offices**

You can file a complaint with the HHSC Civil Rights Office, which maintains staff in several geographic areas around the State of Texas. Civil Rights complaints may be sent to any of these offices listed below.

**Austin**

701 W. 51<sup>st</sup> Street, MC W206  
Austin, Texas 78751  
Phone: 1-888-388-6332 or (512) 438-4313  
Fax: (512) 438-5885  
TTY: (512) 438-2960 or 1-877-432-7232

**El Paso (Satellite Office)**

11295 Edgemere  
El Paso, Texas 79936  
Phone: (915) 629-3332  
Fax: (915) 337-6360

**Edinburg**

2520 Veterans Boulevard, MC 108-1  
Edinburg, Texas 78539  
Phone: (956) 316-8393  
Fax: (956) 316-8177  
TTY: (956) 316-8187

**San Antonio (Satellite Office)**

11307 Roszell, Room 2100, MC 279-4  
San Antonio, Texas 78217  
Phone: (210) 619-8166 or (210) 619-8170  
Fax: (210) 619-8186  
TTY: (210) 871-6442

**Grand Prairie**

801 S. State Highway 161, 6<sup>th</sup> Floor  
MC 012-5  
Grand Prairie, Texas 75051

Phone: (972) 337-6245  
Fax: (972) 337-6153  
TTY: (972) 337-6360

**Lubbock (Satellite Office)**

6302 Iola Avenue, MC 217-1  
Lubbock, Texas 79424  
Phone: (806) 783-6677  
Fax: (806) 783-6644  
TTY: (806) 783-6677

**Houston**

5425 Polk, MC 174-7  
Houston, Texas 77023  
P.O. Box 16017  
Houston, Texas 77222-6017  
Phone: (713) 767-2382  
Fax: (713) 767-2352  
TTY: (713) 767-2382

**Federal Funding Agencies**

Service-related civil rights complaints may also be sent to federal agencies at the addresses listed below for the specific program where the complaint originated.

**U.S. Department of Agriculture**

Office of Adjudication  
1400 Independence Avenue, SW  
Washington, DC 20250-9410  
Phone: (866) 632-9992 (toll free) or (202) 260-1026  
Relay Voice Users: (866) 377-8642  
**Email:** [Program.intake@usda.gov](mailto:Program.intake@usda.gov)

**U.S. Department of Education**

Office for Civil Rights, *Dallas Office*  
1999 Bryan Street, Ste. 1620  
Dallas, Texas 75201-6810  
Phone: 214-661-9600  
Fax: 214-661-9587  
**Email:** [OCR.Dallas@ed.gov](mailto:OCR.Dallas@ed.gov)

**U.S. Department of Health and Human Services**

Office for Civil Rights  
1301 Young Street, Suite 1169  
Dallas, Texas 75202

Phone: (800) 368-1019 (toll free) or (214) 767-4056

Fax: (214) 767-0432

**Email:** [OCRcomplaint@hhs.gov](mailto:OCRcomplaint@hhs.gov)

Discrimination complaints filed with federal funding agencies must contain the following information. If this information is not complete, complaints are accepted but the investigation may be delayed or not investigated by the agency.

- Name, address, phone number, or other means of contacting the person alleging discrimination.
- Names, titles (if appropriate), and addresses of people who may have knowledge of the alleged discriminatory practices.
- Program or programs involved.
- Specific office name and address where the alleged discriminatory practices occurred.
- Date or dates the alleged discriminatory practices occurred.
- Reason, or basis, the complainant feels the discrimination occurred (e.g., race, color, national origin, age, sex, religion, disability, political beliefs).
- Nature of the incident or action that led the complainant to feel discrimination was a factor and the aspect of program administration that led the person to allege discrimination.