



**COLORADO**

**Department of  
Regulatory Agencies**

Division of Professions and Occupations

### Advisory Notice to Complainants

The boards and programs within the Department of Regulatory Agencies, Division of Professions and Occupations ("Division") are legally authorized to take licensure and disciplinary action relating to individuals' licensure status. Disciplinary action may be taken only where an individual has violated the statutes and rules governing that individual's profession.

Please be advised that the Division's boards and programs operate under administrative law. The Division will process your complaint administratively, but the Division is not legally authorized to proceed with a criminal case or a private civil suit. This means:

1. The Division's boards and programs are not legally authorized to impose civil remedies, such as monetary damages to compensate complainants, or to resolve fee disputes, which are civil matters.
2. The Division's boards and programs are not legally authorized to impose criminal penalties, such as jail sentences or criminal probation.
3. The mission of the Division's boards and programs is to take licensure related measures to protect the public with respect to licensed professionals. The Division's Boards and programs are legally authorized to seek remedies related to the license status of the licensee only when legal grounds exist for such action.
4. The act of filing a complaint does not assure or imply that disciplinary action will be taken against the licensee.
5. Filing a complaint with the Division does not preclude you from filing a separate legal action. If you believe your allegations may constitute a criminal violation, please contact your local law enforcement agency regarding the procedure to file a criminal complaint. If you wish to pursue civil remedies, please consult a private attorney for guidance.

Additionally, if one of the Division's boards or the Division Director determines after investigation that disciplinary proceedings should be initiated against the professional's license, please be advised of the following:

1. You will not be considered a party to this proceeding. The parties in any administrative law proceeding are the Board or Division Director and the licensee. Please note, although you are not a party to the proceeding, the Division commits to keeping you informed as the case moves through each phase of the process.
2. The role of the Board and Division Director is to determine what is necessary for public protection, and is not to advocate on behalf of an individual complainant.
3. The Boards and Division Director are represented by Assistant Attorneys General in the state Attorney General's Office. The Assistant Attorneys General do not represent you and cannot provide you with legal advice. You always have the right to consult an attorney regarding your own legal rights and responsibilities.
4. You may be asked to provide further information in our investigation or may be called as a witness in future proceedings, in which case we look forward to your cooperation. A Board or the Division Director may be able to proceed without your testimony, depending on the facts of the case.

Updated April 2015





COLORADO

Department of Regulatory Agencies

Division of Professions and Occupations

DIVISION OF PROFESSIONS AND OCCUPATIONS COMPLAINT FORM
For Business and Inspections Related Professions

Board/Program: Licensure for Architects, Professional Engineers, and Land Surveyors

For a list of the boards and programs, see the final page of this form

COMPLAINT FILED AGAINST:

Name: Administrator Gina McCarthy, U.S. Environmental Protection Agency

License # (if known):

Mailing Address: 1200 Pennsylvania Avenue, NW

City: Washington State: DC Zip Code: 20004

Phone: Home N/A Business 202-564-4700 Cell N/A

Email:

Company Address:

COMPLAINT FILED BY:

Name: Congressman Bruce Westerman

Mailing Address: 130 Cannon House Office Building

City: Washington State: DC Zip Code: 20515

Phone: Home N/A Business 202-225-3172 Cell N/A

Email: Bruce.Westerman@mail.house.gov

Company Name and Address: U.S. House of Representatives

Relationship to the subject of the complaint:

DIVISION OF PROFESSIONS AND OCCUPATIONS COMPLAINT FORM PAGE 2

Nature of Complaint (check all that apply): Please note that the items listed below may not apply to all boards or programs with which you are filing the complaint.

- Substandard practice
- Mental/physical disability
- Non-compliance with Board order
- Overutilization
- Unlicensed practice
- Abuse of client
- Criminal conviction
- Addiction to drugs/alcohol
- Misdiagnosis of condition/problem
- Sexual contact with client
- Poor communication
- Failure to release records
- Fraud
- Diversion (drug)
- Improper prescriptions
- Client abandonment
- Poor record keeping
- Inappropriate care of child client
- Billing/Fee dispute\*
- Other, please describe in the box below:

\* Fee disputes do not fall within the jurisdiction of the Division of Professions and Occupations. Please seek legal counsel and or/civil actions to remedy these types of situations

On a separate sheet of paper, type or legibly print your complaint.  
Please address the following:

1. Provide a chronological summary of your complaint, including dates.
2. List names, addresses and telephone numbers of witnesses including other professionals. Report any police investigation including case number and submit the written report (if available).
3. Attach copies of all documents relevant to your complaint such as letters and other correspondence, police reports, contracts, witness statements.
4. Have you filed a complaint with anyone else, retained an attorney, or had the case reviewed by any experts? If so, please provide detailed information for each.
5. Accountancy Complainants Only: Please fill out the "Records Release" on the next page of this form.

I ATTEST THAT ALL STATEMENTS MADE BY ME RELATED TO THIS COMPLAINT ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

BRUCE WESTERMAN                      Bruce Westerman                      9/18/15  
Print Name    Signature    Date

Return this completed form and additional documentation to:  
Colorado Department of Regulatory Agencies  
Division of Professions and Occupations  
1560 Broadway, Suite 1300  
Denver, CO 80202