**Sample letter for County Boards of DD to send to individuals and families:**

Dear Individuals and Families:

Perhaps you have heard by now that there is an exciting new resource for rating providers of services for people with developmental disabilities in Ohio. It is called ***ProviderGuidePlus***. This easy-to-use, online system provides an opportunity for you to rate your provider and learn how others have rated their providers. ***ProviderGuidePlus*** is intended to help people select a provider and help to improve services overall.

Your opinion and your experiences count! Please consider submitting a review so that other families can benefit from your input. You can log-on and rate your provider using a simple 5-star system. Your rating and comments will then be posted on the site without showing your name.

Here are the simple steps to use ***ProviderGuidePlus***:

* Go to [www.ProviderGuidePlus.com](http://www.ProviderGuidePlus.com)
* Click “Find, Rate or Review Provider.”
* Type the name of your provider in the search box.
* Click “Add an Anonymous Review” on the provider’s profile page.
* You will be prompted to create an account. Creating an account is simple and be assured that your review will remain anonymous. When you want to make additional reviews, you will log-on using your account information.
* Rate and review your provider based on the services you receive from them.
* Indicate whether or not you would recommend your provider.

After submitting your review, we would really like to hear what you think about ***ProviderGuidePlus***. On the home page, clicking “Tell us what you think about ***ProviderGuidePlus***!” will take you to a brief survey. Your valuable feedback will help us make sure this new resource was helpful and easy to use. If you have any questions about ProviderGuidePlus, you can contact the \_\_\_\_\_\_\_\_\_\_\_\_ County Board of Developmental Disabilities at (555) 555-5555.

Thank you for taking the time to participate in ***ProviderGuidePlus*** and for your interest in improving services available to people with developmental disabilities.

Sincerely,

Superintendent

*ProviderGuidePlus is sponsored by the Ohio Department of Developmental Disabilities, the Ohio Association of County Boards and the Ohio Provider Resource Association.*

 **Sample letter for Agency Providers to send to individuals and families:**

Dear Individuals and Families:

Perhaps you have heard by now that there is an exciting new resource for rating providers of services for people with developmental disabilities in Ohio. It is called ***ProviderGuidePlus***. This easy-to-use, online system provides an opportunity for you to rate us as your provider and tell others about your experience. We seek to offer excellent service and hope that we satisfy your needs with caring and respect. If you are not satisfied, I encourage you to contact me directly to resolve any issues.

We need more reviews - your opinion counts! Please consider submitting a review so that other families can benefit from your input and learn about our services. You can log-on and rate us using a simple 5-star system. Your rating and comments will then be posted on the site without showing your name.

Here are the simple steps to use ***ProviderGuidePlus***:

* Go to [www.ProviderGuidePlus.com](http://www.ProviderGuidePlus.com)
* Click “Find, Rate or Review Provider.”
* Type *(provider name)* in the search box.
* Click “Add an Anonymous Review” on our profile page.
* You will be prompted to create an account. Creating an account is simple and be assured that your review will remain anonymous. When you want to make additional reviews, you will log-on using your account information.
* Rate and review us based on the services you receive.

After submitting your review, you can submit feedback about the website by clicking “Tell us what you think about ***ProviderGuidePlus***!” and completing a brief survey. Your valuable feedback will help make sure this new resource was helpful and easy to use.

If you have any questions about ProviderGuidePlus, you can click the “Contact Us” button on the website or contact *(provider agency contact name)* at (555) 555-5555.

Thank you for taking the time to participate in ***ProviderGuidePlus***.



Sincerely,

Executive Director/CEO

*ProviderGuidePlus is sponsored by the Ohio Department of Developmental Disabilities, the Ohio Association of County Boards and the Ohio Provider Resource Association.*