

Date: March [DATE], 2019

[FirstName] [LastName]  
[Address1]  
[City], [State] [Zip]

**Re: Notice of Data Breach**

Dear [FirstName] [LastName],

We are writing to inform you that one of our former service providers – Bullhorn, Inc.’s Jobscience (“**Jobscience**”) – who we used to help process job applications, recently discovered an incident at Jobscience involving your personal information. We are reaching out to you directly to inform you of what happened and also to provide you with additional information contained in the attachments to this letter, which we hope you find useful.

**WHAT HAPPENED**

Jobscience – a service provider that helped us process job application information – informed us it was the victim of a data breach. According to Jobscience, in or around May 2018, an unauthorized third party was able to gain access to and acquire data contained on Jobscience’s server that was used to process employee application information. After provision of additional information by Jobscience in December 2018 and further investigation, we were able to identify in February 2019 that your data was involved. Jobscience stated that law enforcement is aware of the incident, but this notification was not delayed as a result of a law enforcement investigation.

**WHAT INFORMATION WAS INVOLVED**

Our understanding from Jobscience is that the affected personal information may have included names, contact information, dates of birth, resumes and Social Security Numbers.

**WHAT WE ARE DOING**

We no longer have a business relationship with Jobscience. However, Jobscience has committed to us that it has remedied the underlying cause of the unauthorized access, forced a password reset for all active accounts, and taken steps to implement additional security controls.

**WHAT YOU CAN DO**

While we have no evidence to indicate that your information has or will be used inappropriately, Jobscience has retained IDnotify – a credit monitoring service by Experian – to provide you, free of charge, with 12 months of credit monitoring services that will alert you, on a daily basis, regarding bankruptcy petitions, liens and judgments, new credit accounts, credit inquiries, and similar related activity. You can enroll in the program by typing the URL below into your browser, entering the PIN number in the “Promo Code” box and providing the other information requested. Please keep this letter. You will need the PIN code it contains in order to register for services.

URL: <https://portal.idnotify.com/enrollment/9?RTN=90000180>

PIN NUMBER: [UNIQUE PIN CODE]

Enroll by: April 18, 2019

For enrollment assistance, please contact the IDNotify support team at 1-888-883-1852.

**FOR MORE INFORMATION**

Enclosed is an “Information about Identity Protection” guide that details steps individuals can take to help protect their information against potential misuse. If you have any questions regarding the content of this letter or the information in the attached exhibits, please call **1-877-770-3331** between the hours of 6:00 a.m. and 6:00 p.m. Pacific Time on Monday to Friday and 8:00 a.m. and 5:00 p.m. Pacific Time on Saturday and Sunday.

Sincerely,

Matt Pattelli

VP – Human Resources  
Advocate Sherman Hospital

1425 N Randall Rd.  
Elgin, IL 60123

### **Information about Identity Protection**

Individuals who are concerned about a risk of identity theft or unauthorized transactions can consider the following steps:

You may obtain a free copy of your credit report online at [www.annualcreditreport.com](http://www.annualcreditreport.com), by calling toll-free 1-877-322-8228, or by mailing an Annual Credit Report Request Form (available at [www.annualcreditreport.com](http://www.annualcreditreport.com)) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA, 30348-5281. You may also purchase a copy of your credit report by contacting one or more of the three national credit reporting agencies listed below.

**Equifax**, P.O. Box 740241, Atlanta, Georgia 30374-0241, 1-800-685-1111, [www.equifax.com](http://www.equifax.com)

**Experian**, P.O. Box 9532, Allen, TX 75013, 1-888-397-3742, [www.experian.com](http://www.experian.com)

**TransUnion**, P.O. Box 1000, Chester, PA 19022, 1-877-322-8228, [www.transunion.com](http://www.transunion.com)

Vigilance with respect to reviewing account statements and credit reports may help reduce fraud or identity theft. Any suspicious activity or suspected identity theft may be reported to the proper law enforcement authorities, including local law enforcement, your state's attorney general, and/or the Federal Trade Commission ("FTC"). You may contact the FTC or your state's regulatory authority to obtain additional information about avoiding and protection against identity theft: Federal Trade Commission, Consumer Response Center, 600 Pennsylvania Avenue, NW, Washington, D.C. 20580, 1-877-IDTHEFT (438-4338), [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft).

**Fraud Alerts:** There are two types of fraud alerts that you can place on your credit report to put your creditors on notice that you may be a victim of fraud: an initial alert and an extended alert. You may ask that an initial fraud alert be placed on your credit report if you suspect you have been, or are about to be, a victim of identity theft. An initial fraud alert stays on your credit report for at least one year. You may have an extended alert placed on your credit report if you have already been a victim of identity theft with the appropriate documentary proof. An extended fraud alert stays on your credit report for seven years. You can place a fraud alert on your credit report by contacting any of the three national credit reporting agencies at the toll-free numbers listed below:

**Equifax**  
877-478-7625

**Experian**  
888-397-3742

**TransUnion**  
800-680-7289

**Credit Freezes:** You may have the right to put a credit freeze on your credit file so that no new credit can be opened in your name without the use of a PIN number that is issued to you when you initiate a freeze. A credit freeze is designed to prevent potential credit grantors from accessing your credit report without your consent. If you place a credit freeze, potential creditors and other third parties will not be able to get access to your credit report unless you temporarily lift the freeze. Therefore, using a credit freeze may delay your ability to obtain credit. Under federal law, you may place, temporarily lift, and/or remove a credit freeze, free of charge. Credit freeze laws vary from state to state. Unlike a fraud alert, you must separately place a credit freeze on your credit file at each credit reporting company. Since the instructions for how to establish a credit freeze differ from state to state, please contact the three major credit reporting companies as specified below to find out more information.

**Equifax Security Freeze**  
P.O. Box 105788  
Atlanta, GA 30348  
[www.equifax.com](http://www.equifax.com)

**Experian Security Freeze**  
P.O. Box 9554  
Allen, TX 75013  
[www.experian.com](http://www.experian.com)

**TransUnion (FVAD)**  
P.O. Box 2000  
Chester, PA 19022-2000  
[freeze.transunion.com](http://freeze.transunion.com)

You can obtain more information about fraud alerts and credit freezes by contacting the FTC or one of the national credit reporting agencies listed above.

**Additional Information:** You can further educate yourself regarding identity theft, security freezes, fraud alerts, and the steps you can take to protect yourself against identity theft and fraud by contacting the Federal Trade Commission or your state Attorney General. The Federal Trade Commission can be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580; [www.identitytheft.gov](http://www.identitytheft.gov); 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade Commission encourages those who discover that their information has been misused to file a complaint with them. Instances of known or suspected identity theft should be reported to law enforcement, the Federal Trade Commission, and your state Attorney General. This notice has not been delayed by law enforcement.

**For Iowa Residents**, the Iowa Attorney General's Office can be contacted by mail at 1305 E. Walnut Street, Des Moines, IA 50319; by phone at (515) 281-5164; and online at <http://www.iowaattorneygeneral.gov/>

**For Maryland Residents**, the Maryland Attorney General's Office can be contacted by mail at 200 St. Paul Place, Baltimore, MD 21202; toll-free at 1-888-743-0023; and online at <http://www.marylandattorneygeneral.gov/>.

**For New Mexico residents**, you have rights pursuant to the Fair Credit Reporting Act, such as the right to be told if information in your credit file has been used against you, the right to know what is in your credit file, the right to ask for your credit score, and the right to dispute incomplete or inaccurate information. Further, pursuant to the Fair Credit Reporting Act, the consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information; consumer reporting agencies may not report outdated negative information; access to your file is limited; you must give your consent for credit reports to be provided to employers; you may limit "prescreened" offers of credit and insurance you get based on information in your credit report; and you may seek damages from violator. You may have additional rights under the Fair Credit Reporting Act not summarized here. Identity theft victims and active duty military personnel have specific additional rights pursuant to the Fair Credit Reporting Act. We encourage you to review your rights pursuant to the Fair Credit Reporting Act by visiting [www.consumerfinance.gov/f/201504\\_cfpb\\_summary\\_your-rights-under-fcra.pdf](http://www.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf), or by writing Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

**For North Carolina residents**, the Attorney General's Office can be contacted by mail at 9001 Mail Service Center, Raleigh, NC 27699-9001; toll-free at 1-877-566-7226; by phone at 1-919-716-6400; and online at [www.ncdoj.gov](http://www.ncdoj.gov).