

December 21, 2013

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Subject: Important – Notification of Data Security Breach

Dear Patient,

On the morning of December 16, 2013 we were shocked to discover our office suite broken into and our computer stored both medical records and dental insurance information, including social security numbers. As a result, we are concerned that your personal information is potentially accessible to unauthorized individuals. However, we do not store credit card information nor bank accounts. The computer was password protected and the software we use, Dentrix, encrypts their data.

We value our patients and want to assure you we are taking steps to further secure your information and the office. Immediately upon discovery, we contacted local authorities and reported the break-in. You may contact the Rocklin Police Department and reference case number 13-350-2, if you have any questions.

We encourage you to take the following steps to protect yourself from the risks associated with this breach of your data:

- **Medical Records and Health Insurance Information:** Regularly review the explanations of benefits statement that you receive from your insurance administrator. If you see any services listed that you did not receive, contact your administrator immediately at the number on your statement. You should also check your credit reports for medical bills that you do not recognize. If you find anything suspicious, call the credit reporting agency on the number on the report.
- **Social Security Number:** Place a fraud alert on your credit files. A fraud alert requires potential creditors to use what the law refers to as "reasonable policies" to verify your identity before issuing credit in your name. The alert will remain on your account for 90 days. You can request a fraud alert through any one of the three credit reporting agencies: Experian 888-397-3742, Equifax 800-525-6285, TransUnion 900-680-7289. You can also request copies of your credit report from any of these agencies, which you should check for suspicious activity. If you find anything, contact local authorities and file a report of identity theft. Ask for a copy of the police report, as you may need to supply this to your creditors.

If there is anything that our office can assist you with please contact us. I sincerely apologize for any inconvenience this may cause you.

Sincerely,
Dr. Rob Meaglia