



We are sending this letter to you as part of Tots & Teens Pediatrics commitment to patient privacy. We take patient privacy very seriously, and it is important to us that you are made fully aware of a potential privacy issue. We have learned that your personal information, including demographic (name, address, DOB, insurance and social security numbers), clinical (office visits, labs & immunization records), may have been compromised. Please be aware that we do not store any credit card or banking information on our system. On August 24<sup>th</sup>, 2019, it was discovered that an unidentified individual hacked into our company server. After the discovery, the server was immediately shutdown and proper security steps were taken by our IT department. Since the breach, we have taken action by implementing revised policies and procedures and improved physical security on our servers. We would also advise to monitor your credit results for any fraudulent transactions.

We understand that this may pose an inconvenience to you. We sincerely apologize and regret that this situation has occurred. Tots & Teens Pediatrics is committed to providing quality care, including protecting your personal information, and we want to assure you that we will do as much as possible to protect your privacy moving forward. If you have any further questions in reference to this matter, please feel free to contact our office during regular business hours.

Sincerely,

Tots & Teens Pediatrics