



July \_\_, 2010

Dear Montefiore Medical Center Patient Parent or Guardian,

**We are writing to inform you about the theft of Montefiore computer equipment containing patient information.**

After close of business on June 9, 2010, three desktop computers were stolen from Montefiore's School Health Program Administrative Offices. The theft was discovered on June 10, 2010. Your child is among the students whose information was included on the computers.

The information included your child's name, date of birth, medical record number, parent or guardian contact number and whether your child has a social security number. No actual social security numbers were on the stolen computers. If your child has been diagnosed with asthma, the asthma diagnosis, vaccination information and number of visits to our school health clinic were also included. No other diagnosis or other medical information was on the stolen computers.

**What Montefiore is doing to protect your child's information:**

Montefiore is cooperating with the police investigation. In addition, our policies and procedures to protect against theft are being enhanced and reinforced. We have also notified appropriate government and regulatory agencies who deal with these issues.

**What you can do:**

We have no reason to believe that the thieves are interested in, or would use your child's personal information. Nevertheless, as precautionary measures, you may wish to:

- Check your explanations of payment for any medical services billed but never received by your child. Report anything that does not look right to us or your other health care provider(s).
- If your child has a bank account, check it for any suspicious activity. Report anything that does not look right at once to your bank.

**Additional assistance and information:**

If you have any questions or require assistance, please contact at our representatives at Identity Force, an organization specializing in protecting personal information, Toll Free at 1-800-295-0136.

We apologize for any inconvenience or concerns this theft may cause you. Please be assured that we are committed to protecting the security and privacy of your information.

Very truly yours,

A handwritten signature in cursive script that reads "Karen Gallinari".

Karen Gallinari, Esq.  
Information Privacy Officer and Director of Compliance