



September 4, 2020

Re: HIPAA Breach Notification

The Health Insurance Portability and Accountability Act (HIPAA) requires Carnegie Tri-County Municipal Hospital to notify potentially affected individuals of breaches. We obtained the contact information for individuals impacted by the breach described in this notification and sent notice letters to those individuals. We had insufficient or out-of-date contact information for 10 or more individuals. This notification constitutes substitute service to those individuals who we were unable to send individual notice letters.

On or about July 8, 2020, Carnegie Tri-County Municipal Hospital was notified that paper documents were found in an unsecured location. We immediately retrieved and safeguarded the documents, notified law enforcement, and we began an investigation. Upon investigation, we determined that the documents belonged to a medical practice and that the documents were disposed of improperly. We do not know how long the paper documents were at the unsecured location before they were found, but based on what we have learned so far, we believe it was only a few days. Some of the paper documents contained protected health information from when individuals were patients of the medical practice and received medical services at the practice or at the Hospital. The categories of protected health information that may have been disclosed include: names, diagnoses, addresses, admission/discharge dates or birthdates, phone numbers, social security numbers, medical record numbers, health insurance beneficiary numbers, driver's license numbers, and account numbers.

We have no reason to believe that any of your information was wrongfully acquired or wrongfully used. No one has reported that the paper documents were obtained or used by anyone. You should, however, take the following steps to protect yourself from potential harm: register a fraud alert with a credit bureau; order and monitor your credit reports; and monitor your bank and credit card statements.

To help ensure that this information is not used inappropriately, we are arranging to cover the cost for one year for individuals impacted by the breach to receive credit monitoring. We will provide information on obtaining this credit monitoring to impacted individuals by letter.

We are taking this matter very seriously and are committed to protecting your privacy. We took prompt actions to mitigate any potential consequences of this incident and to reduce the likelihood of any further use or disclosure of your protected health information by promptly safeguarding the documents. Further, we contacted local law enforcement, and we are continuing to investigate this breach. We are reviewing and updating our HIPAA policies, as needed, and providing refresher HIPAA training to our staff. If we learn of any staff involvement in this incident, we will take appropriate disciplinary action in accordance with our HR policies. We have safeguards in place to ensure the privacy and security of all patient health information. As a result of this breach, steps are underway to further improve the privacy and security of our patient health information.

We sincerely apologize for the inconvenience and concern this incident may have caused you. Your privacy is very important to us and we value you as a patient of the Hospital. If you would like any additional information about this incident or would like to learn whether your protected health information was included in the breach, you may contact Chee Her directly at 800-942-2904 or chee@cohesivehealthcare.net.