

NOTICE ADMINISTRATOR  
P.O. BOX 2742  
FARIBAULT, MN 55021-9742

**IMPORTANT NOTICE**



NAME1  
NAME2  
ADDRESS1  
ADDRESS2  
CITY STATE ZIP  
COUNTRY



Dear St. Mary Medical Center Patient:

May 14, 2012

St. Mary Medical Center is committed to protecting your personal information. This commitment includes notifying our patients if we believe that the security of your medical information may have been compromised. We regret to inform you that a recent incident may have exposed your medical information to an unintended audience.

On May 8, 2012, we discovered that an unencrypted thumb drive with patient names, account numbers, diagnosis, dates of admission and discharge, physicians' names, account numbers and medical record numbers was lost. To date, we have not been able to locate this thumb drive. The thumb drive did not contain your social security number, your driver's license number or your home address.

Storing patient information on an unencrypted drive is strictly against Hospital policy. We take this matter very seriously and we are investigating it thoroughly. We sincerely regret that this occurred. We are reviewing our security policies and procedures, including increasing computer and information technology security education to prevent this from happening again.

As a precaution, we suggest that you contact any one of the three major credit bureaus and have a "fraud alert" placed on your credit file. A fraud alert lets creditors know to contact you before new accounts are opened in your name. You also will be automatically sent copies of your current credit files.

You only need to call one of the credit bureaus, but the fraud alert will be placed in all three files. The three major credit bureaus and their toll-free numbers are:

- Equifax; 1-800-525-6285 or [www.equifax.com](http://www.equifax.com)
- Experian; 1-888-397-3742 or [www.experian.com/fraud](http://www.experian.com/fraud)
- TransUnion; 1-800-680-7289 or [www.transunion.com](http://www.transunion.com)

When you receive your credit reports, examine them carefully. Look for accounts that you did not open. Look for inquiries from creditors that you did not initiate. Finally, look for personal information, such as home address and social security number to make sure they are accurate. If you see anything that you do not understand, call the credit bureau at the telephone number on the report.

Even if you do not find any signs of fraud, the California Office of Privacy Protection recommends that you check your credit reports every three months for the next year. For an official copy of your credit report visit [www.annualcreditreport.com](http://www.annualcreditreport.com). Please feel free to call 1-800-804-4728 if you have any questions about this matter.

Sincerely,

Pamela Arundel, R.N.  
Facility Privacy Official