



Return Mail Processing Center
P.O. Box 6336
Portland, OR 97228-6336

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ACTIVATION CODE: <<12-Letter Activation Code>>

NOTICE OF DATA BREACH

Dear <<Name 1>>:

What happened, what information was involved, and what we are doing

Middle Tennessee School of Anesthesia takes seriously protecting the privacy and security of information about students, alumni, and other MTSA community members. As part of a recent assessment of our network infrastructure, we discovered a vulnerability on January 30, 2019 that could have permitted external unauthorized access to our student information system (SIS). Our SIS contains current and former student information including names, Social Security numbers, email addresses, home addresses, and dates of birth. Unfortunately, based on our investigation, it appears that this vulnerability has existed since we migrated to our current system in 2012. This issue was remediated the day after we discovered it. While we do not have any indication that there has been any unauthorized access or acquisition of your information as a result of this vulnerability, we wanted you to be aware of this issue.

What you can do

Additionally, we are providing you with information about protecting your identity. We want you to read the material contained in this letter about protecting your personal information from potential misuse. Please review this information and consider taking these steps, not only in response to this notice, but as a general practice, given the unfortunate, but ever-growing prevalence of identity theft in today's world. Even when there has not been a known compromise of personal information as a result of a data security event, incidents such as the one described above serve as reminders of the need for us all to be vigilant in monitoring and protecting our personal information.

Complimentary one-year *myTrueIdentity* credit monitoring service

As a safeguard, we have arranged for you to enroll, at no cost to you, in an online credit monitoring service (*myTrueIdentity*) for one year provided by TransUnion Interactive, a subsidiary of TransUnion,[®] one of the three nationwide credit reporting companies.

How to Enroll: You can sign up online or via U.S. mail delivery:

- To enroll in this service, go to the *myTrueIdentity* website at www.MyTrueIdentity.com and, in the space referenced as "Enter Activation Code," enter the 12-letter Activation Code <<Insert Unique 12-letter Activation Code>> and follow the three steps to receive your credit monitoring service online within minutes.
- If you do not have access to the Internet and wish to enroll in a similar offline, paper-based credit monitoring service, via U.S. mail delivery, please call the TransUnion Fraud Response Services toll-free hotline at 1-855-288- 5422. When prompted, enter the six-digit telephone passcode <<Insert static 6-digit Telephone Pass Code>> and follow the steps to enroll in the offline credit monitoring service, add an initial fraud alert to your credit file, or to speak to a TransUnion representative if you believe you may be a victim of identity theft.

You can sign up for the online or offline credit monitoring service anytime between now and <<Enrollment Deadline>>. Due to privacy laws, we cannot register you directly. Please note that credit monitoring services might not be available for individuals who do not have a credit file with TransUnion or an address in the United States (or its territories) and a valid Social Security number. Enrolling in this service will not affect your credit score.

Additional details regarding your 12-month complimentary credit monitoring service:

- Once you are enrolled, you will be able to obtain one year of unlimited access to your TransUnion credit report and credit score.
- The daily credit monitoring service will notify you if there are any critical changes to your credit file at TransUnion, including fraud alerts, new inquiries, new accounts, new public records, late payments, changes of address, and more.
- The service also includes access to an identity restoration program that provides assistance in the event that your identity is compromised and up to \$1,000,000 in identity theft insurance with no deductible. (Policy limitations and exclusions may apply.)

Directions for placing a fraud alert and other important information

Additionally, you may choose to adopt an increased level of protection by placing a fraud alert on your credit file at the three major credit bureaus. A fraud alert is a consumer statement added to your credit report. This statement alerts creditors of possible fraudulent activity within your report as well as requests that they contact you prior to establishing any accounts in your name. Once the fraud alert is added to your credit report, all creditors should contact you prior to establishing any account in your name. An initial fraud alert lasts one year. You may also place a security freeze, or credit freeze, on your credit file which is designed to prevent credit, loans, and services from being provided in your name without consent. However, setting a security freeze may delay your ability to obtain credit. Contact information for the three major bureaus is provided below:

Equifax (equifax.com)
1-888-766-0008
P.O. Box 105788
Atlanta, GA 30348

Experian (experian.com)
1-888-397-3742
P.O. Box 9554
Allen, TX 75013

TransUnion (transunion.com)
1-888-909-8872
P.O. Box 2000
Chester, PA 19016

As a general matter, you should remain vigilant about protecting your personal information by regularly reviewing financial account statements and credit reports. The Federal Trade Commission (FTC) recommends that you check your credit reports periodically in an effort to identify issues. You may obtain a free credit report annually from each of the three major credit bureaus by calling 1-877-322-8228 or by visiting www.AnnualCreditReport.com. You should promptly report any suspicious activity or suspected identity theft to us and to the proper law enforcement authorities, including local law enforcement, your state’s attorney general and/or the FTC. For more information about identity theft, other forms of financial fraud, and information about fraud alerts and security freezes, you can contact the credit reporting agencies above or the FTC online at www.ftc.gov/idtheft; by mail at Consumer Response Center, 600 Pennsylvania Avenue, NW Washington, DC 20580; or by calling 1-877-ID-THEFT (438-4338).

We also encourage you to exercise caution regarding communications if you receive an unsolicited call or email about this incident. Even though such calls or emails may appear to come from a known source, these schemes are part of a growing trend of cybercrime that impact all types of organizations and individuals every day. Please know that Middle Tennessee School of Anesthesia will not call or email anyone requesting any personal information as a result of this situation.

We regret any inconvenience or concern this unfortunate incident may cause you. Again, while we are not aware of any misuse of your personal information, please consider taking the steps set forth in this letter. If you have any questions or for additional information, please contact 877-449-1898 between 9:00 a.m. and 9:00 p.m. Eastern Time, Monday through Friday.

Sincerely,



Christopher P. Hulin DNP, MBA, CRNA
President

For Florida residents

Please contact 877-449-1898 between 9:00 a.m. and 9:00 p.m. Eastern Time, Monday through Friday to inquire about the personal information that MTSA maintained about you.

For Maryland residents

The Office of the Maryland Attorney General can be contacted by telephone at 888-743-0023, by mail at 200 St. Paul Place, Baltimore, MD 21202, or online at www.marylandattorneygeneral.gov.

For Massachusetts residents

You have a right to obtain a police report. You can request a security freeze by contacting the credit reporting agencies identified in the letter. You will need to provide certain information when requesting the security freeze including your name, current and former address, Social Security number, date of birth and telephone number, along with documentation evidencing some of this information.

For North Carolina residents

The North Carolina Attorney General's Office can be contacted by telephone at 919-716-6400, by mail at 9001 Mail Service Center, Raleigh, NC 27699-9001, or online at www.ncdoj.gov.

For West Virginia residents

Please contact 877-449-1898 between 9:00 a.m. and 9:00 p.m. Eastern Time, Monday through Friday to inquire about the personal information that MTSA maintained about you or about individuals in general, and whether or not MTSA maintained information about you.