



<<Date>> (Format: Month Day, Year)

To the Parent or Guardian of
<<FirstName>> <<MiddleName>> <<LastName>> <<NameSuffix>>
<<Address1>>
<<Address2>>
<<City>>, <<State>> <<Zip>>

Dear Parent or Guardian of <<FirstName>> <<LastName>>,

Memorial Hospital at Gulfport (MHG) values the privacy and confidentiality of our patients' information. Regrettably, this letter is to inform you of a recent incident that may have involved some of your child's personal information.

On December 17, 2018, we learned that an unauthorized third party gained access to an employee's email account on December 6, 2018. We immediately took steps to secure the account and began an investigation. Our investigation determined that some of your child's information was contained in the email account and may have included your child's name, date of birth, health insurance information and/or information about medical care your child received at MHG. Your child's social security number and financial information were not included.

We have no indication that your child's information has been misused in any way. However, out of an abundance of caution, we wanted to advise you of this incident and assure you that we are treating this matter with utmost importance. We recommend reviewing statements you receive from your child's healthcare providers and health insurer for the foreseeable future. If you see services your child did not receive, please contact the provider or insurer immediately.

We deeply regret any concern or inconvenience this incident may cause you. The confidentiality, privacy, and security of our patients' personal information is one of our highest priorities. As part of our ongoing commitment to protecting personal health information, we are enhancing our information security safeguards. Should you have any questions, please call 1-833-231-3353, Monday through Friday, 8:00 a.m. to 5:30 p.m., Central Time.

Sincerely,

Terri Pierce
Privacy Officer
Memorial Hospital at Gulfport