



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

<<First Name>> <<Last Name>>  
<<Address 1>>  
<<Address 2>>  
<<City>><<State>><<Zip>> <<Date>>  
<<Country>>

**Notice of Security Incident**

Dear <<First Name>> <<Last Name>>:

We are writing to inform you of a recent data security incident that may have resulted in unauthorized acquisition to your personal information. It is our intent to protect the privacy of your information, which is why, as a precautionary measure, we are informing you of steps you may wish to take to further protect your information.

**What Happened?**

We discovered that one of our employees' email accounts was compromised by an unauthorized third party. Upon discovering this, we began an investigation and took steps to stop the unauthorized access into our systems. We immediately engaged The Crypsis Group, a leading cyber forensics firm, to help us determine whether any email messages were accessed or acquired as of the result of this security incident. On <<Discovery Date>>, our investigation revealed that one or more email messages that included certain personal information belonging to you may have been acquired by the unauthorized party.

**What Information Was Involved?**

The following personal information may have been acquired during this incident: your first name or first initial and last name, along with your <<Data Type>>.

**What Are We Doing?**

We are working with a leading cybersecurity firm to support our investigation and have taken measures to ensure the unauthorized access to our systems has been stopped. We also notified the Federal Bureau of Investigation about this security incident. Additionally, we are in the process of implementing additional measures with regard to security and user education designed to prevent a recurrence of a similar incident.

**For More Information:**

For more information regarding the security incident, please contact 877-588-5721 between 9:00 a.m. and 9:00 p.m. Eastern Time, Monday through Friday.

We deeply regret any inconvenience this may cause you.

Sincerely,

**Jean Courtney, Chief Operating Officer**  
**Joint Commission Resources**