

## **Frequently Asked Questions Regarding Notification of Disclosure**

### **What happened?**

A former employee inappropriately accessed electronic medical information.

### **When did this happen?**

The access occurred from the time we acquired the hospital, on March 17, 2014 until July 25, 2017, when the individual's access to our electronic medical records system was terminated.

### **What personal information was accessed?**

The information contained within our medical records includes names, addresses, insurance information, phone numbers, social security numbers, dates of birth, gender, diagnosis, dates of services, places of services and certain clinical information such as orders, medications, test results and clinical abstracts.

### **Was the information protected/encrypted?**

This information can only be accessed by employees who have a role that requires access to this information. In addition, the information is password protected.

### **How many people were affected?**

1,140 individuals were affected.

### **What did you do when you learned the information was accessed?**

We immediately conducted a thorough investigation, and we are implementing safeguards to prevent any future occurrences. We have no evidence indicating that any individual's personal information has been utilized or misused, but, out of an abundance of caution and transparency, we are proactively informing those who may have been impacted by this incident.

### **What are you doing to prevent this from happening again?**

To help prevent any incidents like this from occurring in the future, the hospital is reviewing its policies, revising its audit processes, and providing additional education to all employees regarding the privacy and security of confidential patient information.

### **Was my spouse or other family members' information also affected?**

Anyone who may have been affected will receive a notification letter.

### **Has the person who accessed the information been identified?**

The individual was terminated upon discovery.