



January 30, 2020

Dear Sir or Madam,

We value you as a client and respect the privacy of your information, which is why, as a precautionary measure, we are writing to let you know of a potential breach of your personal information.

On the night of Friday, November 29, 2019, our Independence Corner location was broken into. Although it does not appear that any paper medical records were taken, the thieves had an opportunity to access the paper medical records kept in the office. The extent to which they accessed protected health information is thus unknown. The types of personal information potentially accessed include things like patient demographics and treatment information.

Jefferson Center discovered the break-in when employees returned to the office on Monday, December 2, 2019, and immediately reported this to the police. The break-in is currently under investigation by the Wheat Ridge Police Department and Jefferson Center.

While there is no indication that any of our patients' information was accessed or stolen by the perpetrators, we encourage you, as a precaution, to watch for unknown activity on your accounts. If needed, call your bank and any creditors right away to talk about the appropriate next steps. You can also view your credit report; a free credit report is available once a year from the three major credit bureaus at [www.annualcreditreport.com](http://www.annualcreditreport.com).

At no charge, you may also place a "fraud alert" on your credit file that alerts creditors to take additional steps to verify your identity before granting credit in your name. Please note that this may delay your ability to obtain credit while the agency verifies your identity. To place a fraud alert, or for any questions regarding your credit report, please contact any one of the agencies listed below:

- Equifax: 1-800-685-1111 or [www.equifax.com](http://www.equifax.com)
- Experian: 1-888-397-3742 or [www.experian.com](http://www.experian.com)
- TransUnion: 1-800-916-8800 or [www.transunion.com](http://www.transunion.com)

We take patient privacy very seriously, and sincerely regret that this situation has occurred. Jefferson Center is committed to protecting your personal information, and we want to assure you that we have safeguards in place to protect your privacy and personal information. As a result of this incident, we are taking additional steps to secure our offices designed to prevent an occurrence like this from happening in the future.

If you have any questions about this incident, please contact us at 303-432-5047 or toll-free at 1-800-201-5264.

Sincerely,

A handwritten signature in black ink, appearing to read "Lenya Robinson", written in a cursive style.

Lenya Robinson  
Jefferson Center Compliance Officer