

EXHIBIT A



NAME
ADDRESS
ADDRESS

April 23, 2025

NOTICE OF SECURITY INCIDENT

Dear NAME:

Charles River Association for Retarded Citizens, Inc. dba Charles River Center (“CRC”) writes to inform you of an event that may have impacted the privacy of some of your personal information. Although at this time there is no indication that your information has been used to commit identity theft or fraud in relation to this event, we are providing you with information about the event, our response, and steps you may take to help protect your information, should you feel it is appropriate to do so.

What Happened. On December 2, 2024, CRC became aware of suspicious activity relating to certain employee email accounts. In response, we promptly took steps to disable the accounts and launched an investigation into the nature and scope of the activity with the assistance of third-party forensic specialists. The investigation determined that certain emails were subject to unauthorized access between November 15, 2024, and December 4, 2024. As such, CRC performed a comprehensive review of the accessed emails to identify protected health information contained therein and to whom that information relates. We recently completed this analysis and confirmed that certain information related to you was contained within the accessed emails.

What Information Was Involved? Our review determined the following type of information related to you were present in the accessed emails: your name, and DATA ELEMENTS. While we are unaware of any actual or attempted misuse of your information as a result of this event, CRC is providing this notice out of an abundance of caution.

What We Are Doing. The confidentiality, privacy, and security of information within our care are among CRC’s highest priorities and we take this event very seriously. Upon becoming aware of the event, we secured the compromised email accounts, investigated what happened, and reviewed the contents of the impacted emails to identify any individuals that may have been affected. As part of our ongoing commitment to the privacy of information in our care, we are working to implement additional security measures to further protect against similar events occurring in the future. We also reported this event to applicable government regulators, including the U.S. Department of Health and Human Services.

What You Can Do. We encourage you to remain vigilant against incidents of identity theft and fraud by reviewing your account statements and monitoring your free credit reports for suspicious activity and to detect errors. Please review the enclosed *Steps You Can Take to Help Protect Personal Information* for useful information on what you can do to better protect against misuse of your information.

For More Information. We understand that you may have questions about this incident that are not addressed in this letter. If you have additional questions, please contact us at 781-972-1000 or you can write to CRC at 59 East Militia Heights Drive, Needham, MA 02492.

We sincerely regret any inconvenience or concern this event may have caused you. Protecting your information is very important to us, and we remain committed to safeguarding the information in our care.

Sincerely,

Charles River Center

STEPS YOU CAN TAKE TO HELP PROTECT PERSONAL INFORMATION

Monitor Your Accounts

Under U.S. law, a consumer is entitled to one free credit report annually from each of the three major credit reporting bureaus, Equifax, Experian, and TransUnion. To order a free credit report, visit www.annualcreditreport.com or call, toll-free, 1-877-322-8228. Consumers may also directly contact the three major credit reporting bureaus listed below to request a free copy of their credit report.

Consumers have the right to place an initial or extended “fraud alert” on a credit file at no cost. An initial fraud alert is a 1-year alert that is placed on a consumer’s credit file. Upon seeing a fraud alert display on a consumer’s credit file, a business is required to take steps to verify the consumer’s identity before extending new credit. If consumers are the victim of identity theft, they are entitled to an extended fraud alert, which is a fraud alert lasting seven years. Should consumers wish to place a fraud alert, please contact any of the three major credit reporting bureaus listed below.

As an alternative to a fraud alert, consumers have the right to place a “credit freeze” on a credit report, which will prohibit a credit bureau from releasing information in the credit report without the consumer’s express authorization. The credit freeze is designed to prevent credit, loans, and services from being approved in a consumer’s name without consent. However, consumers should be aware that using a credit freeze to take control over who gets access to the personal and financial information in their credit report may delay, interfere with, or prohibit the timely approval of any subsequent request or application they make regarding a new loan, credit, mortgage, or any other account involving the extension of credit. Pursuant to federal law, consumers cannot be charged to place or lift a credit freeze on their credit report. To request a credit freeze, individuals may need to provide some or all of the following information:

1. Full name (including middle initial as well as Jr., Sr., II, III, etc.);
2. Social Security number;
3. Date of birth;
4. Addresses for the prior two to five years;
5. Proof of current address, such as a current utility bill or telephone bill;
6. A legible photocopy of a government-issued identification card (state driver’s license or ID card, etc.); and
7. A copy of either the police report, investigative report, or complaint to a law enforcement agency concerning identity theft if they are a victim of identity theft.

Should consumers wish to place a credit freeze or fraud alert, please contact the three major credit reporting bureaus listed below:

Equifax	Experian	TransUnion
https://www.equifax.com/personal/credit-report-services/	https://www.experian.com/help/	https://www.transunion.com/data-breach-help
1-888-298-0045	1-888-397-3742	1-833-799-5355
Equifax Fraud Alert, P.O. Box 105069 Atlanta, GA 30348-5069	Experian Fraud Alert, P.O. Box 9554, Allen, TX 75013	TransUnion, P.O. Box 2000, Chester, PA 19016
Equifax Credit Freeze, P.O. Box 105788 Atlanta, GA 30348-5788	Experian Credit Freeze, P.O. Box 9554, Allen, TX 75013	TransUnion, P.O. Box 160, Woodlyn, PA 19094

Additional Information

Consumers may further educate themselves regarding identity theft, fraud alerts, credit freezes, and the steps they can take to protect your personal information by contacting the consumer reporting bureaus, the Federal Trade Commission, or their state Attorney General. The Federal Trade Commission may be reached at: 600 Pennsylvania Avenue NW, Washington, D.C. 20580; www.identitytheft.gov; 1-877-ID-THEFT (1-877-438-4338); and TTY: 1-866-653-4261. The Federal Trade

Commission also encourages those who discover that their information has been misused to file a complaint with them. Consumers can obtain further information on how to file such a complaint by way of the contact information listed above. Consumers have the right to file a police report if they ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, consumers will likely need to provide some proof that they have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement and the relevant state Attorney General. This notice has not been delayed by law enforcement.