

14657

Thomas O'Brien

From: Mary Kohanski
Sent: Tuesday, March 05, 2019 1:46 PM
To: [REDACTED]
Cc: Mark Dutra
Subject: Personal Information -- IMPORTANT - PLEASE READ

Importance: High

Good afternoon [REDACTED]

It has come to our attention that sometime within the last 3 weeks, files containing information about you and other dental department employees were removed from the dental manager's office. These files may have contained personal information such as social security number, birth date, and driver's license information. But, the files did not contain any form of financial account or credit card information. At this time, we do not know who took the files and why the files were taken.

We have filed a report with the Boston Police Department. We will also file a required data breach notification with the state this week.

We would like to discuss this matter with you to assess whether you have any reason to believe that your confidential information has been used or accessed. We will reach out to schedule time during the next week. In the meantime, if you suspect that information from your file may have been improperly used or disclosed to others, please let us know immediately. At your request, Franciscan Children's will provide you with identify theft coverage for a 1-year period.

We are committed to protecting all of our employees' personal information, and are very concerned and apologetic to have discovered this breach. We will do our best to implement corrective action to ensure that this will not occur again.

Sincerely,

Mary Kohanski
Director of HR

Mark Dutra
Director of Facilities & Security



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