



1200 N. State Street
 Los Angeles CA 90033

Date: August 29, 2016

NOTICE OF DATA BREACH

In compliance with federal and State laws, this announcement provides substitute notice.

<p>What Happened?</p>	<p>On July 8, 2016 an employee’s automobile was vandalized and several items were stolen, including appointment lists which contained protected health information (PHI) for a small number of patients seen in the LAC+USC neurosurgery clinic. The lists were printed during the normal course of business and duties for the employee to complete necessary work assignments.</p>
<p>What Information Was Involved?</p>	<p>The information included full name, date of birth, medical record number, telephone number, gender, date and time of scheduled appointment, and may have included the reason for the examination or diagnosis.</p>
<p>What We Are Doing</p>	<ol style="list-style-type: none"> 1. The Los Angeles Sheriff’s Department was immediately notified and is currently investigating the theft. A police report was filed. 2. LAC+USC Medical Center initiated an administrative investigation and has re-trained the employee on our policies and procedures that are relevant to this incident. 3. Letters were sent by mail to affected patients for whom we have addresses. 4. LAC+USC Medical Center has established a toll-free number to address questions related to this incident. If you have questions or concerns, you may contact (844) 345-4600. You may check our website at www.dhs.lacounty.gov or http://dhs.lacounty.gov/wps/portal/dhs/lacusc/ for updates. 5. As required by State law, LAC+USC Medical Center notified the California Department of Public Health. 6. LAC+USC Medical Center will be reporting this incident to the U.S. Department of Health and Human Services’ Office for Civil Rights and the California Attorney General, as required and in accordance with statutory requirements.

	<p>7. LAC+USC Medical Center is conducting a review of its privacy and security practices and will revise them as needed based on the findings.</p> <p>8. In an effort to avoid future incidents, LAC+USC Medical Center’s Privacy Office verified that a secure document storage location has been identified and its staff is conducting random audits of the affected location to ensure that the documents are stored securely.</p> <p>9. Department of Health Services (DHS) workforce members will be reminded of appropriate privacy practices through a communication from Mitchell H. Katz, MD, DHS Director.</p>			
<p>What You Can Do</p>	<p>DHS and LAC+USC Medical Center cannot confirm that the affected PHI has been used in an unlawful or malicious manner. However, DHS and LAC+USC Medical Center encourage patients to review their Explanation of Benefits (EOB) forms and notify their medical provider and insurance carrier of any errors.</p> <p>Although the stolen lists did not contain Social Security Numbers or financial information, patients concerned about identity theft may choose to contact any of the three credit reporting agencies and set-up a fraud alert.</p> <p style="text-align: center;">Credit Bureau Fraud Departments</p> <table border="0" style="width: 100%;"> <tr> <td style="width: 33%;"> Equifax P.O. Box 740241 Atlanta, GA 30374 (800) 525-6285 Equifax.com </td> <td style="width: 33%;"> Experian P.O. Box 9532 Allen, TX 75013 (888) 397-3742 Experian.com </td> <td style="width: 33%;"> Trans Union Corp. P.O. Box 6790 Fullerton, CA 92834 (800) 916-8800 TransUnion.com </td> </tr> </table> <p>The following agencies can provide additional information about identity theft:</p> <ul style="list-style-type: none"> • Federal Trade Commission: http://www.consumer.gov/idtheft/) • Identify Theft Victim Checklist: http://www.privacy.ca.gov/cover/identitytheft.htm) 	Equifax P.O. Box 740241 Atlanta, GA 30374 (800) 525-6285 Equifax.com	Experian P.O. Box 9532 Allen, TX 75013 (888) 397-3742 Experian.com	Trans Union Corp. P.O. Box 6790 Fullerton, CA 92834 (800) 916-8800 TransUnion.com
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<p>For More Information</p>	<p>If you have any questions or need additional information, please call us toll-free at (844) 345-4600, or you may contact the LAC+USC Privacy Office at 323-409-6100, Monday through Friday from 8:00 a.m. to 4:30 p.m.</p>			