

December 19, 2011

Attorney General Michael Delaney  
Office of the Attorney General  
33 Capitol Street  
Concord, NH 03301

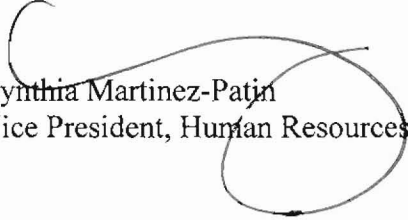
Dear Attorney General Delaney:

Pursuant to N.H. Rev. Stat. § 359-C:20(I)(b), we are writing to notify you of an inadvertent disclosure of personal information to unauthorized persons involving one (1) New Hampshire resident.

The affected New Hampshire resident will receive written notice of this inadvertent disclosure by mail, as required under N.H. Rev. Stat. § 359-C:20(I)(a). Attached hereto is a copy of the notice, with the individual's name redacted, that was sent to the affected resident on *[insert date]*.

Should you have any further questions regarding this incident, Jackson Therapy Partners has designated Cynthia Martinez-Patin, Vice President, Human Resources, to assist you with your concerns.

Sincerely,

  
Cynthia Martinez-Patin  
Vice President, Human Resources



December 19, 2011

*SAMPLE*

RE: Notification of Inadvertent Disclosure of Personal Information

We are writing to inform you of an inadvertent disclosure of your personal information at Jackson Therapy Partners, LLC (JTP). A file containing information regarding 401(k) Plan participants was mistakenly uploaded to the Message Center for account holders maintained by Transamerica Retirement Services and posted as a "new message" in the accounts of current and former employees with JTP 401(k) accounts at Transamerica. The unencrypted Excel file included names, associated social security numbers, addresses, dates of birth and certain information related to Plan participation in the pay cycle. The event occurred on November 14, 2011. Immediately after discovery we began an investigation, determined that the error had occurred, and requested a recall of the posting. Transamerica has reported to us that the posting was withdrawn from access by approximately 3:00 p.m., Eastern time, the next day, November 15. Transamerica also has reported to us that during the time the message was available in the Message Center only four account holders had logged into their accounts and would have had access to the information. We are aware that two of the four persons apparently opened the message.

The disclosure occurred during an otherwise routine weekly submittal of 401(k) data to Transamerica utilizing its Message Center system, when the uploaded message was inadvertently directed to "all participants" in the JTP 401(k) Plan. JTP has since changed to a different method of transmitting that data that does not involve uploading the file through a mechanism that allows directing the information to all participants.

To date, we have no information to suggest that anyone has attempted to misuse the personal data for any unlawful purpose. However, to protect yourself against the possibility of identity theft, we advise that you remain vigilant in monitoring your finances and suggest that you consider taking the following precautions:

(1) Notify credit bureaus and establish a fraud alert. A fraud alert will notify banks and other creditors to take extra steps to verify your identity before issuing credit in your name. To request a fraud alert, contact one of the three nationwide credit bureaus. Information about how to do that is available at <http://www.annualcreditreport.com>. The fraud alert will last 90 days and may be cancelled at any time.

(2) Order credit reports and review them carefully for accuracy. You are entitled to one free credit report per year from each of the three major credit bureaus. To order your free reports, go to <http://www.annualcreditreport.com/> or call (877) 322-8228. Be sure to



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report any suspicious or unusual activity to a credit reporting agency and any incidents of fraud or suspected identity theft to local law

enforcement and the Federal Trade Commission (at [www.ftc.gov/idtheft](http://www.ftc.gov/idtheft) or at 1-877-ID-THEFT (877-438-4338)).

(3) For additional protection, you may consider placing a security freeze on your credit report. A security freeze may stop access to credit in your name by prohibiting credit reporting agencies from releasing any information about you to new creditors without your approval. Please be aware that placing a security freeze on your credit report may delay, interfere with, or prevent the timely approval of any requests you make for new loans, credit mortgages, employment, housing or other services. You may be subject to a fee for placing, temporarily lifting or permanently removing a security freeze, depending upon your state of residence.

To request a freeze, either use **each** credit agency's online process or send a letter by certified mail to **each** of the three credit agencies. You will need to provide the following information: (a) full name, with middle initial and any suffixes; (b) Social Security number; (c) date of birth; (d) current address and any previous addresses if you have moved within the past five years; (e) proof of current address, such as current utility or phone bill; (f) a photocopy of a government issued identification card (state driver's license or ID card, military identification, etc.); and (g) if you are the victim of identity theft, include any applicable incident report or complaint with a law enforcement agency.

For your reference, here is the contact information for the credit reporting agencies:

**Experian**  
1-888-397-3742  
P.O. Box 2104  
Allen, TX 75013  
[www.experian.com](http://www.experian.com)

**Equifax**  
1-800-525-6285  
P.O. Box 740241  
Atlanta, GA 30374  
[www.equifax.com](http://www.equifax.com)

**TransUnion**  
1-800-680-7289  
P.O. Box 6790  
Fullerton, CA 92834  
[www.transunion.com](http://www.transunion.com)

Additionally, you may obtain further information about preventing identity theft from the Federal Trade Commission and if you are a resident of Maryland or North Carolina, also from your respective Office of the Attorney General.



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Federal Trade Commission  
1-877-438-4338

600 Pennsylvania Avenue, NW  
Washington, DC 20580  
<http://ftc.gov>

Attorney General of Maryland  
1-888-743-0023  
200 St. Paul Place  
Baltimore, MD 21202  
<http://www.oag.state.md.us>

Attorney General of North Carolina  
1-877-566-7226  
9001 Mail Service Center  
Raleigh, NC 27699  
<http://ncdoj.com>

Again, we have no information to suggest that anyone has attempted to misuse the personal data for any unlawful purpose, but we want to ensure that you are cautioned and prepared to identify any suspicious account activity.

Jackson Therapy Partners deeply regrets this breach of confidentiality and any inconvenience it may cause. If you have further questions regarding this incident, Jackson Therapy Partners has designated Cynthia Martinez-Patin, Vice President, Human Resources, and her department personnel to assist you with any concerns you have. She may be reached by telephone at 800-774-7785 extension 6030, email at [HumanResources@JacksonTherapy.com](mailto:HumanResources@JacksonTherapy.com), or by mail at Human Resources, Jackson Therapy Partners, LLC, 12124 High Tech Avenue, Suite 300, Orlando, Florida 32817.

Sincerely,

Cynthia Martinez-Patin  
Vice President, Human Resources



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