



# Transitional Resources

hope. opportunity. recovery.

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*Our mission is building  
better health, stable  
housing, and a community  
of support for people living  
with mental illness.*

May 15, 2019

Re: Substitute Service for HIPAA Breach Notification

The Health Insurance Portability and Accountability Act (HIPAA) requires Transitional Resources to notify potentially impacted clients of breaches. A potential breach was discovered on March 18<sup>th</sup>, 2019 that may affect some Transitional Resources' clients. Notification of the potential breach was sent via mail to some 165 clients. Of these notifications, approximately 53 were returned to TR as undeliverable or no address was available. This message constitutes substitute service for those clients we attempted to mail notification to, but were unable to reach.

We regret to inform you that on March 18, 2019, Transitional Resources experienced a break-in of our office building located at 2980 SW Avalon Way. Two desktop computers were taken, along with a safe. The incident was reported to Seattle Police, however, to date, none of these items have been recovered.

Following the break-in, we did a thorough investigation of both our financial records and the back-up files of the computers that were stolen. The items in the safe have been replaced so no client will experience any financial hardship. The two stolen desktop computers were password protected, however, depending on the sophistication of the criminals that stole the computers, some of your protected healthcare information could be at risk.

This information could include the following: name, social security number, date of birth, King County ID number, address, phone number, diagnosis, medication lists, name of services provided and in a few cases, limited clinical history. The information on the computers did not include financial information.

While we feel the risk of your protected healthcare information being exposed is low, you may still want to monitor your credit report for any fraudulent activity. To assist you in doing this, Transitional Resources is offering one year of free credit monitoring for anyone wanting this precaution.

We are very sorry that this theft occurred and have taken steps to minimize future risks. Additional security has been added to the exterior doors and additional precautions are being taken with the desktop computers to further safeguard your privacy. This includes additional training with staff on the proper storage of electronic information and encryption on new computers.

I hope you will contact me if you have any questions or concerns. My direct line is (206) 883-2026 and email: [darcellw@transitionalresources.org](mailto:darcellw@transitionalresources.org). Please let me or your case manager know if you are interested in credit monitoring or if we can provide any other assistance.

Sincerely,

Darcell Slovek-Walker  
Chief Executive Officer

