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J. Kyle Lewis
Superintendent

May 5, 2017

Notice of Data Security Incident

To Whom It May Concern:

On March 16, 2017, we detected a ransomware attack on our server. (Ransomware is a type of malicious software used to deny access to information in an effort to secure monetary payment. Hackers that use ransomware are typically interested in securing payment – not stealing data.) We found evidence that the hackers had gained access to our server, which included data on individuals related to their treatment by the Clinton County Board of Developmental Disabilities. After a thorough investigation by a leading forensics company, we are confident that the ransomware has been contained and removed from the impacted server. We did not pay a ransom to regain access to any data. Instead, we worked with our forensic investigator to quickly restore the data. We did not find any evidence indicating that data was extracted from the Clinton County Board of Developmental Disabilities' server as a result of the ransomware attack.

The potentially vulnerable protected health information may have included client name, address, date of birth, Social Security number, treatment plan information, medical history, and other medical information. The Clinton County Board of Developmental Disabilities retained this information in connection with its treatment of its clients. At this time, we have no information indicating that any client information, including Social Security numbers, has been inappropriately used by anyone.

At this time, 1243 Clinton County Board of Developmental Disabilities clients have been informed that their protected health information may have been subjected to unauthorized access via a letter mailed on May 4, 2017 to their last known address.

Since it is possible that we have outdated contact information for some of our clients, we are giving this notice of the incident on our website. If you suspect that we may have an outdated address for your or a family member, please call us toll free at 1-844-415-0038 to confirm whether your information may have been subject to unauthorized access.

What We Are Doing About It

We take this matter very seriously. We have taken several steps to address this incident responsibly and to further protect your personal information including:

- Notifying the Department of Health and Human Services;
- Reviewing, analyzing, and enhancing the security of our computer network, including our incident detection and response processes, so we can quickly detect and respond to threats like malware and defend our systems from future attacks; and
- Scheduling comprehensive data security and privacy training sessions for all employees to increase cyber awareness.

What Can You Do

Although we have no information at this time indicating that any client's personal information was inappropriately used by anyone, we are notifying clients so that they may take steps to protect themselves.

If you believe there was fraudulent use of your information as a result of this incident and would like to discuss how you may be able to resolve those issues, please reach out to an Experian agent at 1-877-890-9332. If, after discussing your situation with an agent, it is determined that identity restoration support is needed, an Experian Identity Restoration agent is available to work with you to investigate and resolve each incident of fraud that occurred from the date of the incident. This offer is available for one-year from the date of this letter and does not require any action on your part at this time. The Terms and Conditions are located at www.ExperianIDWorks.com/restoration. You will also find self-help tips and information about identity protection at this site.

While Identity Restoration assistance is immediately available to you, as a precautionary measure, we are offering a complimentary one-year membership to Experian's IdentityWorksSM to those with Social Security numbers that were potentially subject to unauthorized access. This product provides superior identity detection and resolution of identity theft.

We take our responsibility to protect our clients' personal information very seriously and have taken steps to strengthen our defenses against the ever-present threat of cyber-attack. If you have any questions about this incident, please call us toll free at 1-844-415-0038 and reference Engagement #DB01612.

We apologize for any inconvenience caused as a result of these events and want to reassure you that maintaining the confidentiality of client information remains a priority to us.

Sincerely,



Kyle Lewis
Superintendent

ACTIONS TO HELP REDUCE YOUR CHANCES OF IDENTITY THEFT

PLACE A 90-DAY FRAUD ALERT ON YOUR CREDIT FILE

An **initial 90-day fraud alert** indicates to anyone requesting your credit file that you suspect you are a victim of fraud. When you or someone else attempts to open a credit account in your name, increase the credit limit on an existing account or obtain a new card on an existing account, the lender should take steps to verify that you have authorized the request. If the creditor cannot verify this, the request should not be satisfied. You may contact one of the credit reporting companies below for assistance.

Equifax

1-800-525-6285

www.equifax.com

Experian

1-888-397-3742

www.experian.com

TransUnion

1-800-680-7289

www.transunion.com

PLACE A SECURITY FREEZE ON YOUR CREDIT FILE

If you are very concerned about becoming a victim of fraud or identity theft, a security freeze might be right for you. Placing a freeze on your credit report will prevent lenders and others from accessing your credit report in connection with new credit application, which will prevent them from extending credit. A security freeze generally does not apply to circumstances in which you have an existing account relationship, and a copy of your report is requested by your existing creditor or its agents or affiliates for certain types of account review, collection, fraud control or similar activities. With a security freeze in place, you will be required to take special steps when you wish to apply for any type of credit. This process is also completed through each of the credit reporting companies.

ORDER YOUR FREE ANNUAL CREDIT REPORTS

Visit www.annualcreditreport.com or call 877-322-8228. Once you receive your credit reports, review them for discrepancies. Identify any accounts you did not open or inquiries from creditors that you did not authorize. Verify that all information is correct. If you have questions or notice incorrect information, contact the credit reporting company.

MANAGE YOUR PERSONAL INFORMATION

Take steps such as carrying only essential documents with you, being aware of whom you are sharing your personal information with and shredding receipts, statements, and other sensitive information.

USE TOOLS FROM CREDIT PROVIDERS

Carefully review your credit reports and bank, credit card, and other account statements. Be proactive and create alerts on credit cards and bank accounts that notify you of activity. If you discover unauthorized or suspicious activity on your credit report or by any other means, file an identity-theft report with your local police and contact a credit reporting company.

OBTAIN MORE INFORMATION ABOUT IDENTITY THEFT AND WAYS TO PROTECT YOURSELF

Visit <http://www.experian.com/credit-advice/topic-fraud-and-identity-theft.html> for general information regarding identity protection. The Federal Trade Commission has an identity theft hotline: 877-438-4338; TTY: 1-866-653-4261. They also provide information online at www.ftc.gov/idtheft.