

CONFIDENTIAL

Via Email Only

Attorney General Brian E. Frosh
Office of the Attorney General
Attn: Security Breach Notification
200 St. Paul Place
Baltimore, MD 21202
IDTheft@oag.state.md.us

Re: Data Security Incident
Entity: West Cecil Health Center, Inc.

Dear Attorney General Frosh:

This letter serves to notify the Office of the Attorney General of a breach in protected health information.

1. Nature of Incident.
 - a. West Cecil Health Center disclosed a paper copy of a lab order slip to the incorrect patient. The patient that received the incorrect information brought the lab slips back to the office and they were appropriately discarded.
2. Number of Maryland residents affected.
 - . One patient's protected health information was disclosed to an incorrect patient. We unsuccessfully attempted to reach this patient on three occasions before we sent a certified letter to their last known address to notify of the breach.
3. Steps taken.
 - . We have policies and procedures in place to protect sensitive health information. Staff are encouraged to send all lab slips electronically to reduce the likelihood of errors but if they must be printed they have been reminded to check for two patient identifiers on each page before handing them to a patient.
4. Contact information.

West Cecil Health Center remains dedicated to protecting the sensitive information in its control. If you have any questions or need additional information, please do not hesitate to contact me.

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Thank You,

Holly Preston, MS, RN, BC-NE, LSS-GB
Chief Operating Officer & Compliance Officer

West Cecil Health Center
[49 Rock Springs Road](#)
[Conowingo, MD 21918](#)
(443)731-2977 (Office)
(410)378-0787 (Fax)



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