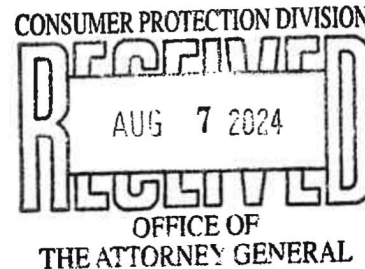




Robert F. Walker  
1020 Highland Colony Parkway, Suite 310  
Ridgeland, Mississippi 39157  
Robert.F.Walker@lewisbrisbois.com  
Direct: 601.499.8126

August 1, 2024



**Via First Class Mail**

Office of the Attorney General  
Attn: Security Breach Notification  
200 St. Paul Place  
Baltimore, Maryland 21202

**Re: Our Client : Baim Institute for Clinical Research**  
**Matter : June 2024 Data Security Incident**  
**LBBS File No. : 16516.548**

Dear Attorney General Brown:

We represent Baim Institute for Clinical Research ("Baim Institute"), which is principally located in Massachusetts, with respect to a data security incident described in more detail below. Baim Institute takes the security and privacy of the information in its control seriously, and it has taken steps to enhance its security capabilities.

This letter will serve to inform you of the nature of the incident, the number of Maryland residents being notified, what information has been compromised, and the steps that Baim Institute is taking to restore the integrity of its information system. We have also enclosed hereto a sample of the notification to the potentially impacted individuals, which includes an offer of free credit monitoring.

**1. Nature of the Security Incident**

On June 30, 2024, Baim Institute detected it was the target of a cybersecurity incident. An unauthorized third party compromised Baim Institute's computer network. Upon detecting the incident, Baim moved quickly to secure its network environment and launched a thorough investigation. The investigation was performed with the help of independent IT security and forensic investigators and at the direction of legal counsel to determine the scope and extent of the unauthorized access to our systems

and to any personal information. Although Baim Institute's investigation remains ongoing, on July 12, 2024, we discovered current employee information may have been impacted.

Although Baim Institute has found no evidence that information specifically has been misused, out of an abundance of caution, it is possible that certain individuals' names, addresses, and Social Security numbers could have been exposed. The types of information involved for each individual may have varied and not every individual may have had any or all of the elements listed above exposed.

## 2. Number of Maryland Residents Affected

A total of one (1) resident of Maryland was potentially affected by this security incident. A notification letter to these individuals is scheduled to be mailed on July 31, 2024 by first class mail including an offer of free credit monitoring. A sample copy of the notification letters are included with this letter.

## 3. Steps Taken

Upon learning of this incident, Baim Institute moved quickly to initiate a response plan, which included conducting an investigation with the assistance of third-party forensic specialists. Since then, Baim Institute has been working with law enforcement to help respond to the incident, along with cybersecurity experts to review all policies and procedures relating to the security of Baim Institute's systems.

Although Baim Institute is not presently aware of any evidence of misuse of personal information, Baim Institute extended to all potentially impacted individuals an offer for free credit monitoring and identity theft protection through Cyberscout, a TransUnion company. This service will include 12 months of credit monitoring, along with fully managed identity theft recovery service, should the need arise.

## 4. Contact Information

Baim Institute 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 at Robert.F.Walker@lewisbrisbois.com or 601.499.8126.

Very truly yours,



Robert F. Walker of  
LEWIS BRISBOIS BISGAARD &  
SMITH LLP

August 1, 2024  
Page 3

Copy: Nicholas Chauvin, Esq. (Lewis Brisbois LLP)

Enclosure: *Sample Notification Letters*

Baim Institute for Clinical Research  
c/o Cyberscout  
PO Box 1286  
Dearborn, MI 48120-9998



P  
[Redacted]



July 31, 2024

**Via First-Class Mail**

Notice of Data Security Incident

Dear [Redacted],

The Baim Institute for Clinical Research ("Baim Institute") is a nonprofit research organization based in Massachusetts. Baim Institute is writing to inform you of an incident that may have exposed your personal information. You are receiving this letter because you are a current employee of Baim Institute. We take the security of your personal information seriously and want to provide you with information and resources you can use to protect your information going forward.

What Happened:

On June 30, 2024, Baim Institute detected it was the target of a cybersecurity incident. An unauthorized third party compromised Baim Institute's computer network. Upon detecting the incident, Baim moved quickly to secure its network environment and launched a thorough investigation. The investigation was performed with the help of independent IT security and forensic investigators and at the direction of legal counsel to determine the scope and extent of the unauthorized access to our systems and to any personal information. Although Baim Institute's investigation remains ongoing, on July 12, 2024 we discovered current employee information may have been impacted.

What Information Was Involved:

Although Baim Institute has found no evidence that your information has been misused, out of an abundance of caution, we are writing to inform you that your personal information may have been impacted, including your name, address, and Social Security Number. The types of information involved for each individual may have varied and not every individual may have had any or all of the elements listed above exposed.

As of this writing, Baim Institute has not received any reports of related identity theft since the date of the incident.

What We Are Doing:

The security and privacy of personal data remains one of Baim Institute's highest priorities. Baim Institute has engaged external cybersecurity experts and is taking steps to prevent a similar event from occurring in the future by implementing additional safeguards and enhanced security measures to protect the privacy and security of information in its systems. Baim Institute has also reviewed and taken steps to enhance its policies and procedures relating to the security of its systems, as well as its information life cycle management.

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Additionally, in response to the incident, Baim Institute is providing you with access to Single Bureau Credit Monitoring/Single Bureau Credit Report/Single Bureau Credit Score services at no charge. These services provide you with alerts for twelve (12) months from the date of enrollment when changes occur to your credit file. This notification is sent to you the same day the change or update takes place with the bureau. Baim Institute is also providing you with proactive fraud assistance to help with any questions you might have or in the event you become a victim of fraud. These services will be provided by TransUnion and must be elected by you for enrollment.

**What You Can Do:**

To enroll in Credit Monitoring services at no charge, please log on to <https://bfs.cyberscout.com/activate> and follow the instructions provided. When prompted please provide the following unique code to receive services: [REDACTED]. In order for you to receive the monitoring services described above, you must enroll within 90 days from the date of this letter. The enrollment requires an internet connection and e-mail account and may not be available to minors under the age of 18. Please note when signing up for monitoring services, you may be asked to verify personal information for your own protection to confirm your identity. Once enrolled, credit monitoring services will be in effect for twelve (12) months.

**For More Information:**

Representatives are available for 90 days from the date of this letter, to assist you with questions regarding this incident, between the hours of 8:00 a.m. to 8:00 p.m. Eastern time, Monday through Friday, excluding holidays. Please call the help line at 1-800-405-6108 and be prepared to supply the fraud specialist with your unique code listed above.

You are encouraged to take full advantage of these services. Enclosed you will find additional materials regarding the resources available to you, and the steps you can take to further protect your personal information.

Again, Baim Institute values the security of the personal data it maintains, and understands the frustration, concern, and inconvenience that this incident may have caused.

Sincerely,

Gail Sullivan  
Director, Human Resources  
Baim Institute for Clinical Research, Inc.

### Additional Information

**Credit Reports:** You may obtain a copy of your credit report, free of charge, whether or not you suspect any unauthorized activity on your account. You may obtain a free copy of your credit report from each of the three nationwide credit reporting agencies. To order your free credit report, please visit [www.annualcreditreport.com](http://www.annualcreditreport.com), or call toll-free at 1-877-322-8228. You can also order your annual free credit report by mailing a completed Annual Credit Report Request Form (available at <https://www.consumer.ftc.gov/articles/0155-free-credit-reports>) to: Annual Credit Report Request Service, P.O. Box 105281, Atlanta, GA, 30348-5281.

**Security Freeze:** You also have the right to place a security freeze on your credit report. A security freeze is intended to prevent credit, loans, and services from being approved in your name without your consent. To place a security freeze on your credit report, you need to make a request to each consumer reporting agency. You may make that request by certified mail, overnight mail, regular stamped mail, or by following the instructions found at the websites listed below. The following information must be included when requesting a security freeze (note that if you are requesting a credit report for your spouse or a minor under the age of 16, this information must be provided for him/her as well):

- (1) full name, with middle initial and any suffixes;
- (2) Social Security number;
- (3) date of birth;
- (4) current address and any previous addresses for the past five years; and
- (5) any applicable incident report or complaint with a law enforcement agency or the Registry of Motor Vehicles.

The request must also include a copy of a government-issued identification card and a copy of a recent utility bill or bank or insurance statement. It is essential that each copy be legible, display your name and current mailing address, and the date of issue. As of September 21, 2018, it is free to place, lift, or remove a security freeze. You may also place a security freeze for children under the age of 16. You may obtain a free security freeze by contacting any one or more of the following national consumer reporting agencies:

|                                                                                                                                                                                                                                                         |                                                                                                                                                                                       |                                                                                                                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Equifax Security Freeze</b><br>P.O. Box 105788<br>Atlanta, GA 30348<br>1-888-298-0045<br><a href="https://www.equifax.com/personal/credit-report-services/credit-freeze/">https://www.equifax.com/personal/credit-report-services/credit-freeze/</a> | <b>Experian Security Freeze</b><br>P.O. Box 9554<br>Allen, TX 75013<br>1-888-397-3742<br><a href="http://www.experian.com/freeze/center.html">www.experian.com/freeze/center.html</a> | <b>TransUnion Security Freeze</b><br>P.O. Box 160<br>Woodlyn, PA 19094<br>1-800-916-8800<br><a href="http://www.transunion.com/credit-freeze">www.transunion.com/credit-freeze</a> |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

**Fraud Alerts:** You can place fraud alerts with the three credit bureaus by phone and online with:

- Equifax ([https://assets.equifax.com/assets/personal/Fraud\\_Alert\\_Request\\_Form.pdf](https://assets.equifax.com/assets/personal/Fraud_Alert_Request_Form.pdf));
- TransUnion (<https://www.transunion.com/fraud-alerts>); or
- Experian (<https://www.experian.com/fraud/center.html>).

A fraud alert tells creditors to follow certain procedures, including contacting you, before they open any new accounts or change your existing accounts. For that reason, placing a fraud alert can protect you, but also may delay you when you seek to obtain credit. As of September 21, 2018, initial fraud alerts last for one year. Victims of identity theft can also get an extended fraud alert for seven years. The phone numbers for all three credit bureaus are listed above.

**Monitoring:** You should always remain vigilant and monitor your accounts for suspicious or unusual activity.

**File Police Report:** You have the right to file or obtain a police report if you experience identity fraud. Please note that in order to file a crime report or incident report with law enforcement for identity theft, you will likely need to provide proof that you have been a victim. A police report is often required to dispute fraudulent items. You can generally report suspected incidents of identity theft to local law enforcement or to the Attorney General.



**FTC and Attorneys General:** You can further educate yourself regarding identity theft, fraud alerts, security freezes, and the steps you can take to protect yourself, by contacting the consumer reporting agencies, the Federal Trade Commission, or your state Attorney General.

The Federal Trade Commission can be reached at: 600 Pennsylvania Avenue NW, Washington, DC 20580, [www.identitytheft.gov](http://www.identitytheft.gov), 1-877-ID-THEFT (1-877-438-4338), TTY: 1-866-653-4261. The Federal Trade Commission also encourages those who discover that their information has been misused to file a complaint with them. You can obtain further information on how to file such a complaint by way of the contact information listed above. You have the right to file a police report if you ever experience identity theft or fraud. Please note that in order to file a report with law enforcement for identity theft, you will likely need to provide some proof that you have been a victim. Instances of known or suspected identity theft should also be reported to law enforcement. This notice has not been delayed by law enforcement.

**For District of Columbia residents,** the District of Columbia Attorney General may be contacted at: 400 6<sup>th</sup> Street, NW, Washington, D.C. 20001; 202-727-3400; and [oag.dc.gov](http://oag.dc.gov).

**For Maryland residents,** the Maryland Attorney General can be contacted at 200 St. Paul Place, 16th Floor, Baltimore, MD 21202, 1-888-743-0023, and [www.oag.state.md.us](http://www.oag.state.md.us).

**For New Mexico residents,** you have rights pursuant to the Fair Credit Reporting Act, such as the right to be told if information in your credit file has been used against you, the right to know what is in your credit file, the right to ask for your credit score, and the right to dispute incomplete or inaccurate information. Further, pursuant to the Fair Credit Reporting Act, the consumer reporting agencies must correct or delete inaccurate, incomplete, or unverifiable information; consumer reporting agencies may not report outdated negative information; access to your file is limited; you must give your consent for credit reports to be provided to employers; you may limit "prescreened" offers of credit and insurance you get based on information in your credit report; and you may seek damages from violators. You may have additional rights under the Fair Credit Reporting Act not summarized here. Identity theft victims and active duty military personnel have specific additional rights pursuant to the Fair Credit Reporting Act. We encourage you to review your rights pursuant to the Fair Credit Reporting Act by visiting [www.consumerfinance.gov/f/201504\\_cfpb\\_summary\\_your-rights-under-fcra.pdf](http://www.consumerfinance.gov/f/201504_cfpb_summary_your-rights-under-fcra.pdf) or by writing Consumer Response Center, Room 130-A, Federal Trade Commission, 600 Pennsylvania Ave. N.W., Washington, D.C. 20580.

**For North Carolina residents,** the Attorney General can be contacted at 9001 Mail Service Center, Raleigh, NC 27699-9001, 1-877-566-7226 or 1-919-716-6400, and .

**For New York residents,** the Attorney General may be contacted at Office of the Attorney General, The Capitol, Albany, NY 12224-0341, 1-800-771-7755, and <https://ag.ny.gov/>.

**For Rhode Island residents,** the Rhode Island Attorney General can be reached at 150 South Main Street, Providence, Rhode Island 02903, [www.riag.ri.gov](http://www.riag.ri.gov), and 1-401-274-4400. Under Rhode Island law, you have the right to obtain any police report filed in regard to this incident. There are approximately 0 Rhode Island residents that may be impacted by this event.