



June 12, 2008

New York State Consumer Protection Board
1740 Broadway
15th Floor
New York, New York 10019

To Whom It May Concern:

I am writing to inform you that on June 2, 2008, a laptop containing personal information was taken from our offices without authorization.

This loss has been reported to the NYPD 34th Precinct and we are working with them to identify and interview potential suspects. In the meantime, letters have been sent to all affected clients of the Isabella Long Term Care Program (12 individuals) in compliance with Article 39-F of the New York General Business Law (Notification of Unauthorized Acquisition of Private Information). Clients were notified in writing by letter to last known address on June 11, 2008. A copy of the client notification letter is attached for your information.

Please contact me directly if you have any questions or if there is any further action required on our part. I can be reached at 212-342-9360.

Sincerely,

Ellen R. Parish, RN, MPH
VP, Quality and Compliance



Long Term Home Health Care

06/11/2008

Dear .

I am writing to notify you that on June 2, 2008, a laptop computer was taken from the offices of Isabella Home Care Services without the authorization of the organization. Isabella Home Care Services is required by law to notify you of this event.

The laptop computer contained personal information about you including your name, address, telephone number, social security number, Medicare and Medicaid numbers, medical diagnoses and the types of services you are receiving from the Isabella Long Term Care Program.

The local police have been notified of this theft and have been working with the staff from Isabella in an effort to identify and interview suspects. However, you should pay close attention to your financial records, banking statements, etc. in the event that this information is used in an unlawful manner. Should you notice an unusual activity or irregularities, you will want to contact your local police department.

If you have any questions about this matter, you may contact Isabella Home Care Services by calling me by phone at 212- 342- 9525, or by fax at 212-342-9876 or by emailing me at tsokoloff@isabella.org.

Please accept my sincere regret that this has occurred and be assured that we are taking all steps necessary to prevent it from happening again.

Sincerely,

Tracey Sokoloff, BSN, MPH
Administrator
Isabella Home Care Services

RECEIVED
ISABELLA HOME CARE SERVICES
COMMUNITY CARE SERVICES
212-342-9876