

Federal Trade Commission

The nation's consumer protection agency

Notice of Breach of Health Information

OMB Control No: 3084-0150

(exp. 3/31/)

Are you in the business of offering or maintaining personal health records? Does your company offer products or services that interact with personal health records – for example, an online weight tracking program that sends information to a personal health record or pulls information from it? If that describes your line of work – and if you're not covered by the Health Insurance Portability & Accountability Act (HIPAA) – the law requires you to take steps if you've had a breach involving information in a personal health record not secured in a certain way. Under the law, 16 C.F.R. Part 318, you must:

1. Notify everyone whose information was breached;
2. In many cases, notify the media; and
3. Notify the Federal Trade Commission (FTC).

The FTC has designed this form to make it easier for you to report a breach to us. For more on notifying the people whose information was breached, visit www.ftc.gov/healthbreach.

For all breaches

Complete this form. Include your own contact information. Don't include any personally identifiable information involved in the breach.

You have two options for submitting the form.

(1) Send it to:

Federal Trade Commission
Associate Director – HBN
Division of Privacy & Identity Protection
600 Pennsylvania Avenue, N.W.
Mail Stop CC-8232
Washington, DC 20580

Verify that the form arrived at the FTC by using a mailing method that gives you proof of delivery.

(2) Transmit

