

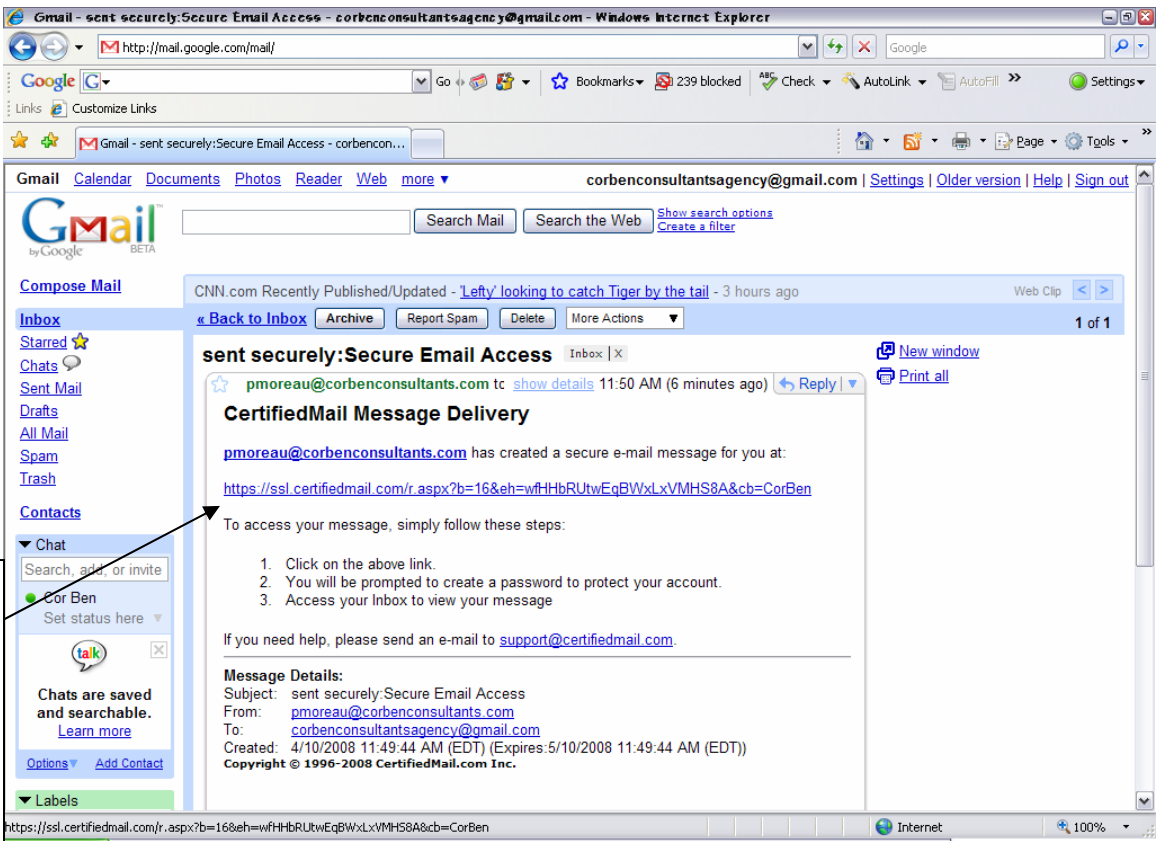
Certified Mail Instructions

CorBen Consultants uses Certified Mail for HIPAA sensitive secure email. The Certified Mail system automatically scans every email sent out by our employees, and when HIPAA sensitive words are used, the system automatically sends the email through the secure email system. Our employees do not have the ability to bypass the system.

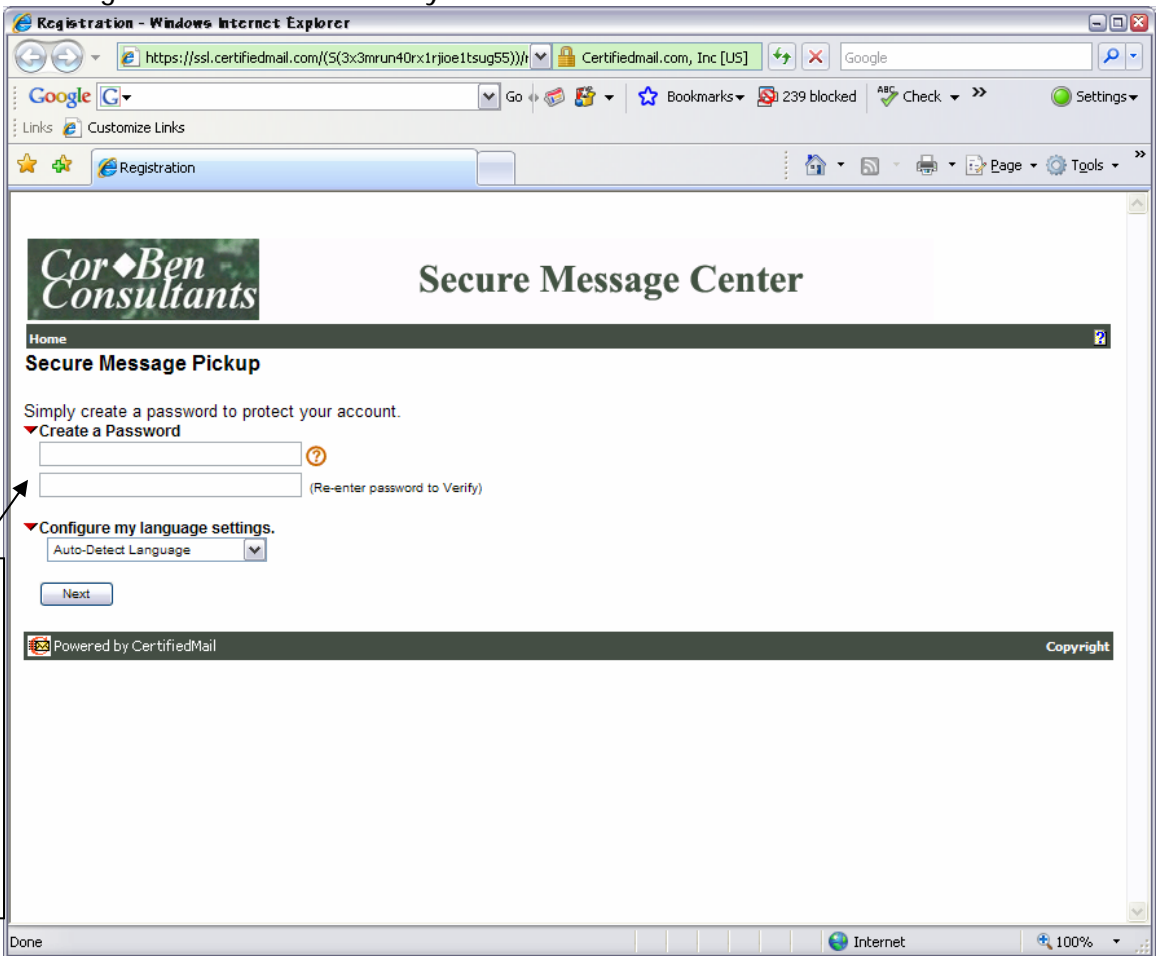
You will receive an email from us, and it will have a link in the email to access your Certified Mail account. There is no charge for you to use the service when you are responding to us.

The screenshot shows a Gmail inbox in a Windows Internet Explorer browser window. The address bar shows the URL <http://mail.google.com/mail/>. The Gmail interface includes a search bar, navigation links (Compose Mail, Calendar, Documents, Photos, Reader, Web, more), and a list of folders (Inbox (1), Starred, Chats, Sent Mail, Drafts, All Mail, Spam, Trash, Contacts). The main content area displays an email from 'pmoreau' with the subject 'sent securely:Secure Email Access - CertifiedMail Message Delivery pmoreau@' and a timestamp of '11:50 am'. The email body is partially visible, showing a link to 'New Delays Loom as FAA Expands Airliner Review'. A callout box on the left side of the screenshot contains the text: 'Click on the message body to open the link', with an arrow pointing to the email subject line.

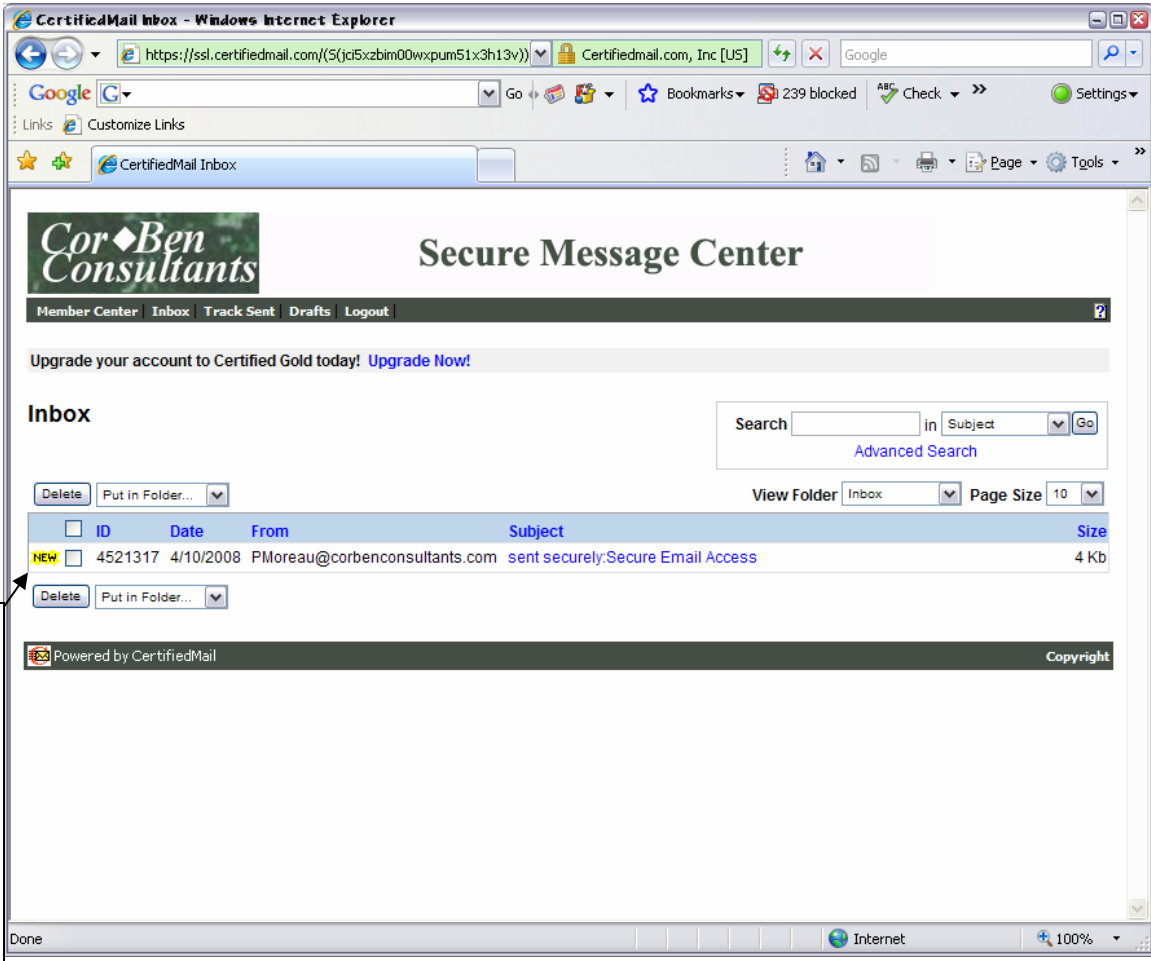
Click on the message body to open the link



Clicking on the link will send you here:



You will now be redirected into the system.



Click on the message in the subject area (blue) to view it.

Inside the message, you can reply to the message.

