

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: CPMS

Question:

Response:

- | | | |
|----|--|--|
| 1 | Date of this Submission (MM/DD/YYYY): | 2004-05-19 |
| 2 | OPDIV: | HRSA |
| 3 | Title of System or Information Collection: | Comprehensive Performance Management System (CPMS) Report and the Uniform Progress Report (UPR). |
| 4 | Is this system or information collection new or is an existing one being modified? | Existing |
| 5 | Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)? | Y |
| 6 | Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it. | Cynthia Grubbs, (BHP Policy & Planning) |
| 7 | Unique Project Identifier Number: | |
| 8 | System of Records Number: | |
| 9 | OMB Information Collection Approval Number and Expiration Date: | |
| 10 | Other Identifying Number(s): | |
| 11 | Provide an overview of the system or collection and indicate the legislation authorizing this activity. | Grantees (those receiving Federal Grants) are required to report yearly on the status of progress against the grant objectives. The only individually identified information pertains to grantees, which becomes public knowledge when the grant is awarded. |
| 12 | Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory. | The only information collected is name and Social Security number of the grantee. Submission of this information is part of the voluntary grant application process. |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: CPMS

- | | |
|--|--|
| <p>13 Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort.</p> | <p>The information is only used to connect the performance data to the individually awarded grants.</p> |
| <p>14 Explain why the IIF is being collected, maintained, or disseminated.</p> | <p>The name and social security number is collected to associate grants give to organizations or individuals.</p> |
| <p>15 Identify with whom the agency will share the IIF.</p> | <p>This information is not shared.</p> |
| <p>16 Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.</p> | <p>The grant application process requires an individual to supply individual information whether applying in paper or electronic form. This information is verified before grants are awarded.</p> |
| <p>17 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)</p> | <p>Children under the age of 13 do not receive grants.</p> |
| <p>18 Describe how the IIF will be secured.</p> | <p>The information is public.</p> |
| <p>19 Describe plans for retention and destruction of IIF.</p> | <p></p> |
| <p>20 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained.</p> | <p>There is no system of records as there is no privacy data.</p> |
| <p>21 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date):</p> | <p></p> |
| <p>22 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date):</p> | <p></p> |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: CPMS

- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: EHB

<u>Question:</u>	<u>Response:</u>
1 Date of this Submission (MM/DD/YYYY):	2004-06-28
2 OPDIV:	HRSA
3 Title of System or Information Collection:	HSA Electronic Handbooks (EHBS)
4 Is this system or information collection new or is an existing one being modified?	Existing
5 Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)?	Y
6 Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it.	Joe Nevin
7 Unique Project Identifier Number:	N/A
8 System of Records Number:	N/A
9 OMB Information Collection Approval Number and Expiration Date:	N/A
10 Other Identifying Number(s):	N/A
11 Provide an overview of the system or collection and indicate the legislation authorizing this activity.	HRSA EHBs serve as a tool to ensure that the grants are managed efficiently and in compliance with mandated agency-wide and federal policies, procedures and legislation. Currently it provides automated support for Planning/Solicitation, Submission, and, Award and Negotiation phases in the grants office, program office, financial office and external organizations. In the future HRSA EHBs will support Review and Selection, Post Award or Project Management and Closeout phases of the program management lifecycle.

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: EHB

- 12 Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory.**
- HRSA EHBs collects information from individuals who are applying for grants. It collects name and address information along with Social Security Number to verify the submitted information prior to grant award, and to track conformance to the grant conditions.
- 13 Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort.**
- The information that is collected is information that has been approved and required for grant applications. This information is available to the public for grants that have been awarded. The information is kept in EHBS for applications where grants have not been awarded to allow the individuals or organizations to apply for future grants by updating only the necessary information.
- 14 Explain why the IIF is being collected, maintained, or disseminated.**
- The IIF is collected to identify the organization and individuals who will be responsible to meet the terms of any grant awarded to them.
- 15 Identify with whom the agency will share the IIF.**
- This information is used within HRSA to verify the grant application prior to award. The information is public knowledge for grants that have been awarded.
- 16 Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.**
- The information may be collected directly from the individuals making application over the Internet, or by paper submissions. They are told that this information becomes public knowledge upon grant award.
- 17 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)**
- No information is solicited from children on the Internet, and no web pages are directed at children.
- 18 Describe how the IIF will be secured.**
- The EHBS system is housed in a government facility with adequate physical controls. All information is treated as sensitive. Secure protocols are used to transmit information to HRSA.
- 19 Describe plans for retention and destruction of IIF.**
- Grant applications are currently kept indefinitely. There are no plans for destruction of data. Disk and Tape media that are used to store EHBS data are degaused when the media is no longer useable.

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: EHB

- 20 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained.
- 21 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date):
- 22 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date):
- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):

N/A

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: GEMS

Question:

Response:

- | | | |
|----|---|--|
| 1 | Date of this Submission (MM/DD/YYYY): | 2003-12-01 |
| 2 | HHS Agency (OPDIV): | HRSA |
| 3 | Title of System or Information Collection: | GEMS Electronic Handbooks |
| 4 | Is this System or Information Collection new or is an existing one being modified? | A existing one being modified |
| 5 | Unique Project Identifier Number: | N/A |
| 6 | System of Records Number: | 09-15-062 |
| 7 | OMB Information Collection Approval Number and Expiration Date : | N/A |
| 8 | Other Identifying Number(s): | N/A |
| 9 | Provide an overview of the system or collection and indicate the legislation authorizing this activity. | The system is the Agency's primary software for issuing grant awards of approximately \$6 billion. |
| 10 | Describe the information the agency will collect and how the agency will use the collected information. Explain how the data collected are the minimum necessary to accomplish the purpose for this effort. | The Agency collects information about the applicant organization (EIN, address; authorizing official name, phone, and email, business official name, phone and email, project director/principal investigator name, phone, address, and email); information about the person completing the application in relationship to the organization; financial information about the proposed work; descriptive information about the proposed work; salary and experience information about persons who would be performing the work. The information will be used to evaluate the applicant's proposal for consideration of a grant award. The minimum necessary is collected in order to provide for an objective/peer review of the application. Additional information is requested if a determination is made to award a grant and only when additional information is needed. |



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: GEMS

- | | |
|--|---|
| 11 Explain why the information is being collected. | To allow the Agency to assess the validity of the organization and the proposal |
| 12 Identify with whom the agency will share the collected information | The information will be shared with persons performing reviews, congressional staff, HRSA staff for review and processing of the application, contractors for entering data from paper applications, TAGGs |
| 13 Describe how the information will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared. | Information will be obtained electronically and by paper. Information will be collected from persons applying for a grant and from internal users of the system-----
- not sure what suppliers are told. There are no opportunities for consent. Since the minimum information is collected for processing an application, the person can choose not to apply. |
| 14 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998) | The information will not be collected from children under age 13. |
| 15 Describe how the information will be secured. | The information is behind a firewall, persons accessing the system externally must have a username and password and will only be able to access their own information . Persons accessing the system internally, but have a username and password. |
| 16 Describe plans for retention and destruction of data collected. | The system will hold grant record data for 6 years. Personal information????
Records will be destroyed in accordance with HRSA/DHHS policy. Procedures for the systems do not yet exist |
| 17 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained. | Yes. |
| 18 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date): | Donn Taylor |
| 19 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date): | Elizabeth M. Duke |
| 20 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date): | Cathy Flickinger |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: HEAL/HOPS

Question:

Response:

- | | | |
|----|--|--|
| 1 | Date of this Submission (MM/DD/YYYY): | 2004-07-29 |
| 2 | OPDIV: | HRSA |
| 3 | Title of System or Information Collection: | Health Education Assistance Loan (HEAL) Online Processing (HOPS) |
| 4 | Is this system or information collection new or is an existing one being modified? | Existing |
| 5 | Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)? | Y |
| 6 | Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it. | Nancy Durham |
| 7 | Unique Project Identifier Number: | |
| 8 | System of Records Number: | 09-15-0044 |
| 9 | OMB Information Collection Approval Number and Expiration Date: | |
| 10 | Other Identifying Number(s): | |
| 11 | Provide an overview of the system or collection and indicate the legislation authorizing this activity. | |
| 12 | Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory. | |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: HEAL/HOPS

- 13 Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort.
- 14 Explain why the IIF is being collected, maintained, or disseminated.
- 15 Identify with whom the agency will share the IIF.
- 16 Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.
- 17 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)
- 18 Describe how the IIF will be secured.
- 19 Describe plans for retention and destruction of IIF.
- 20 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained.
- 21 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date):
- 22 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date):

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: HEAL/HOPS

- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: HRSA GSS

<u>Question:</u>	<u>Response:</u>
1 Date of this Submission (MM/DD/YYYY):	2004-04-27
2 OPDIV:	HRSA
3 Title of System or Information Collection:	HRSA OIT GSS
4 Is this system or information collection new or is an existing one being modified?	Existing
5 Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)?	N
6 Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it.	Jim Von Bargaen
7 Unique Project Identifier Number:	HRSA OIT GSS
8 System of Records Number:	N/A
9 OMB Information Collection Approval Number and Expiration Date:	N/A
10 Other Identifying Number(s):	N/A
11 Provide an overview of the system or collection and indicate the legislation authorizing this activity.	Support Connectivity to HRSA personnel and Website Hosting for HRSA systems.
12 Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory.	This system does not collect data, rather it supports HRSA applications.

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: HRSA GSS

- | | | |
|----|--|--|
| 13 | Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort. | N/A |
| 14 | Explain why the IIF is being collected, maintained, or disseminated. | N/A |
| 15 | Identify with whom the agency will share the IIF. | N/A |
| 16 | Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared. | N/A |
| 17 | State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998) | N/A |
| 18 | Describe how the IIF will be secured. | N/A |
| 19 | Describe plans for retention and destruction of IIF. | The GSS is responsible for media used by HRSA internal systems that may contain sensitive data. This media is degaused when no longer useable. |
| 20 | Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained. | No system of records, No privacy data. |
| 21 | The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date): | |
| 22 | The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date): | |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: HRSA GSS

- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: NBMDR

<u>Question:</u>	<u>Response:</u>
1 Date of this Submission (MM/DD/YYYY):	2004-05-19
2 OPDIV:	HRSA
3 Title of System or Information Collection:	National Bone Marrow Donor Program (NBMDP)
4 Is this system or information collection new or is an existing one being modified?	Existing
5 Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)?	Y
6 Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it.	Shelley Timms
7 Unique Project Identifier Number:	240-97-0036
8 System of Records Number:	N/A
9 OMB Information Collection Approval Number and Expiration Date:	N/A
10 Other Identifying Number(s):	N/A
11 Provide an overview of the system or collection and indicate the legislation authorizing this activity.	
12 Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory.	The National Bone Marrow Program will collect medical information of patients needing a bone marrow transplant, and on people who volunteer to done marrow. The information collected is used to match potential donors with those in need.

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: NBMDR

- 13 Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort.
- 14 Explain why the IIF is being collected, maintained, or disseminated.
- 15 Identify with whom the agency will share the IIF.
- 16 Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.
- 17 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)
- 18 Describe how the IIF will be secured.
- 19 Describe plans for retention and destruction of IIF.
- 20 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained.
- 21 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date):
- 22 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date):
- There are many factors that must match in order to perform a successful bone marrow transplantation. The matching process is extensive and can only be done by computer. Potential matches are then given to the medical personnel to see if both parties are willing to have the surgery.
- Medical professionals at the transplantation centers receive the medical data. Individual data is used to locate the donor when a potential match is found.
- The IIF is given voluntarily from persons who register to donate bone marrow. The individual information is correlated to blood samples of that individual.
- Information will not be collected from children on the internet.
- The IIF is protected intransmission by using secure protocols. Individuals with access to the system have a user ID, password and a Secure ID.
- Retention is indefinite. Media that is no longer useable is cleaned according to the SSP.

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: NBMDR

- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: NPDB/HIPDB

<u>Question:</u>	<u>Response:</u>
1 Date of this Submission (MM/DD/YYYY):	2004-04-13
2 OPDIV:	HRSA
3 Title of System or Information Collection:	National Practitioner Data Bank (NPDB) and Healthcare Integrity and Protection Data Bank (HIPDB)_
4 Is this system or information collection new or is an existing one being modified?	existing
5 Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)?	Y
6 Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it.	Daryl Gray
7 Unique Project Identifier Number:	
8 System of Records Number:	09-15-0054
9 OMB Information Collection Approval Number and Expiration Date:	N/A
10 Other Identifying Number(s):	N/A
11 Provide an overview of the system or collection and indicate the legislation authorizing this activity.	The NPDB provides a nationwide database that makes adverse information on physicians, dentists, and other health care practitioners available to health care entities, hospitals, professional societies, and State licensing boards. The HIPDB is a national database the provides information on health care related convictions and judgments, licensure actions, exclusions from government programs and other adjudicated actions._

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: NPDB/HIPDB

- | | |
|--|--|
| <p>12 Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory.</p> | <p>Federal law requires that health care entities, hospital, professional societies and State licensing boards report adverse information (health care related convictions and judgments, licensure actions, exclusions from government programs and other adjudicated actions) on physicians, dentists and other health care practitioners to the NPDB/HIPDB. The information must identify the specific practitioner and is not voluntary.</p> |
| <p>13 Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort.</p> | <p>The information must be sufficient to specifically identify the individual involved in the action or judgement.</p> |
| <p>14 Explain why the IIF is being collected, maintained, or disseminated.</p> | <p>This information is required by law so that hospitals and other entities can get background information on people they employ or have privileges at their location. It is available to these authorized entities, with the specific individual being able to get a copy of his/her file through the customer service center.</p> |
| <p>15 Identify with whom the agency will share the IIF.</p> | <p>The NPDB/HIPDB program shares information with the Registered Entities in accordance with Federal law.</p> |
| <p>16 Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.</p> | <p>The NPDB provides a nationwide database that makes adverse information on physicians, dentists, and other health care practitioners available to health care entities, hospitals, professional societies, and State licensing boards. The HIPDB is a national database that provides information on health care related convictions and judgments, licensure actions, exclusions from government programs and other adjudicated actions. These entities are required to report information to this database, and the individual that is the subject of the report has the ability to receive a copy of the file. Data is to be shared only with the Registered Entities, and new entities are investigated before receiving access.</p> |
| <p>17 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)</p> | <p>No Information is collected from children, or the general public.</p> |
| <p>18 Describe how the IIF will be secured.</p> | <p>The IIF is secured through the use of a secure facility, and transmission lines. Employees of the covered entities are advised of the legal consequences of misuse of NPDB/HIPDB information.</p> |
| <p>19 Describe plans for retention and destruction of IIF.</p> | |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: NPDB/HIPDB

- 20 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained.
- 21 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date):
- 22 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date):
- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: OPTN

<u>Question:</u>	<u>Response:</u>
1 Date of this Submission (MM/DD/YYYY):	2004-06-04
2 OPDIV:	HRSA
3 Title of System or Information Collection:	Organ Procurement and Transplantation Network
4 Is this system or information collection new or is an existing one being modified?	Existing
5 Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)?	Y
6 Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it.	Virginia McBride
7 Unique Project Identifier Number:	N/A
8 System of Records Number:	68 Fed Reg. 173 (2003)
9 OMB Information Collection Approval Number and Expiration Date:	0915-0157
10 Other Identifying Number(s):	n/a
11 Provide an overview of the system or collection and indicate the legislation authorizing this activity.	National Organ Sharing Database.
12 Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory.	Information is obtained from Medical personnel at organ transplantation centers. The information is voluntary, but a requirement for the program.

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: OPTN

- | | |
|--|---|
| <p>13 Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort.</p> | <p>The information is used to match donors and recipients, and to identify elements necessary for a successful transplantation.</p> |
| <p>14 Explain why the IIF is being collected, maintained, or disseminated.</p> | <p>Information is collected because human organ transplantation requires specific information on both donor and recipient.</p> |
| <p>15 Identify with whom the agency will share the IIF.</p> | <p>UNOS will share information with HRSA, SRTR and with Medicare according to Federal Law.</p> |
| <p>16 Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.</p> | <p>The information is taken from medical records. It is used to correlate those needing organs with donor organs as they become available based on strict guidelines.</p> |
| <p>17 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)</p> | <p>No information is collected from children, and no information is collected on the internet.</p> |
| <p>18 Describe how the IIF will be secured.</p> | <p>The data is transported over secure protocols, and stored in a secure facility.</p> |
| <p>19 Describe plans for retention and destruction of IIF.</p> | <p>Data is maintained on disk and backed up to tape. When a disk or tape is unusable, it is degaused before disposal.</p> |
| <p>20 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained.</p> | |
| <p>21 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date):</p> | |
| <p>22 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date):</p> | |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: OPTN

- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: PrimeCare

<u>Question:</u>	<u>Response:</u>
1 Date of this Submission (MM/DD/YYYY):	2004-04-06
2 OPDIV:	HRSA
3 Title of System or Information Collection:	PrimeCare
4 Is this system or information collection new or is an existing one being modified?	Existing
5 Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)?	Y
6 Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it.	Terri Cohen
7 Unique Project Identifier Number:	PrimeCare
8 System of Records Number:	N/A
9 OMB Information Collection Approval Number and Expiration Date:	N/A
10 Other Identifying Number(s):	N/A
11 Provide an overview of the system or collection and indicate the legislation authorizing this activity.	Prime Care has 3 major components: NELRP, NHSC, and NSP National Education Loan Repayment Program (NELRP) pays nurse's student loans in return for medical services in designated shortage areas.
12 Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory.	Student Nurses apply for loans through the Federal Government. Personal information is collected as part of the loan application process, and repayment in services are tracked by the PrimeCare system.

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: PrimeCare

- | | |
|--|--|
| <p>13 Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort.</p> | <p>The information is maintained by HRSA and used internally to track performance according to the terms of the loan, and to provide resources for designated shortage areas.</p> |
| <p>14 Explain why the IIF is being collected, maintained, or disseminated.</p> | <p>The information is collected and maintained to determine conformance to the terms of the loans.</p> |
| <p>15 Identify with whom the agency will share the IIF.</p> | <p>The information is shared within HHS for tracking services and providing healthcare to designated shortage areas.</p> |
| <p>16 Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.</p> | <p>The information is voluntarily given as part of the loan application. PII is only used to track payments to loans.</p> |
| <p>17 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)</p> | <p>No information is obtained from children over the Internet.</p> |
| <p>18 Describe how the IIF will be secured.</p> | <p>The information is kept on a computer in a government building using adequate security for the sensitivity of the data. Data is transmitted to HRSA using secure protocols.</p> |
| <p>19 Describe plans for retention and destruction of IIF.</p> | <p>Retention is currently indefinite. Media (Tape and Disk) that may contain PrimeCare data is degaused when no longer useable.</p> |
| <p>20 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained.</p> | <p>In process</p> |
| <p>21 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date):</p> | |
| <p>22 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date):</p> | |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: PrimeCare

- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: SRTR

<u>Question:</u>	<u>Response:</u>
1 Date of this Submission (MM/DD/YYYY):	2004-06-15
2 OPDIV:	HRSA
3 Title of System or Information Collection:	Scientific Registry of Transplant Recipients
4 Is this system or information collection new or is an existing one being modified?	Existing
5 Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)?	Y
6 Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it.	Michael Dreis
7 Unique Project Identifier Number:	231-00-0116
8 System of Records Number:	09-15-0055
9 OMB Information Collection Approval Number and Expiration Date:	OMB Number -0915-0157
10 Other Identifying Number(s):	N/A

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: SRTR

- 11 Provide an overview of the system or collection and indicate the legislation authorizing this activity.**

The SRTR supports the ongoing evaluation of the scientific and clinical status of solid organ transplantation including kidney, heart, liver, heart-lung, lung, and pancreas transplants. At present the SRTR contains information on approximately 500,000 transplant recipients and transplant candidates starting in 1988. The data begin with the listing of each transplant candidate on a transplant waiting list and continue through follow-ups of the patient after the transplant. The SRTR provides analytical support to the Division of Transplantation, the Secretary's Advisory Committee on Organ Transplantation, and the committees of the Organ Procurement and Transplantation Network. The SRTR provides center-specific reports to all of the transplant programs and organ procurement organizations in the U.S. It is authorized under the National Transplant Act of 1984 (PL98-507)
- 12 Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory.**

Information is collected from transplant patients candidates and recipients. This information is passed from UNOS (The United Network for Organ Sharing) to SRTR for analysis. It is matched with death notices form Medicare. Medical Information is voluntarily given as part of the transplantation registration process.
- 13 Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort.**

Social Security number and name are used to match individuals to Medicare death notices. Analysis is done on aggregated information, and published reports do not include any IIF.
- 14 Explain why the IIF is being collected, maintained, or disseminated.**

Information is maintained to identify trends in organ transplantation. Because of the many factors involved in analysis of organ transplantation, the medical details must be directly related to a specific individual. Only aggregated, or statistical information is disseminated to the public. Patient specific data may be provided to researchers with approval and a data user agreement.
- 15 Identify with whom the agency will share the IIF.**

SRTR gets information from both UNOS and Medicare. It does not give IIF to any other system or organization.
- 16 Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.**

When people make a request for information via the web site, they voluntarily give contact information with an understanding that it will be used to reply, all other IIF is obtained from OPTN, and is covered by their privacy assessment.



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: SRTR

- 17 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)
- 18 Describe how the IIF will be secured.
- 19 Describe plans for retention and destruction of IIF.
- 20 Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained.
- 21 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date):
- 22 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date):
- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):
- We do not know the age of persons requesting data via the web site.
- All SRTR data is maintained on a private system without online interconnections to other systems. Data is received from UNOS periodically.
- Retention is indefinite. Media (tape and disk) are only used for SRTR and when no longer useable, the media is degaused.
- 68 FR 173 (2003)



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: TVIS

Question:

Response:

- | | | |
|----|--|--|
| 1 | Date of this Submission (MM/DD/YYYY): | 2004-08-05 |
| 2 | OPDIV: | HRSA |
| 3 | Title of System or Information Collection: | Title V Information System |
| 4 | Is this system or information collection new or is an existing one being modified? | Existing |
| 5 | Does this system collect, maintain, and/or disseminate information in identifiable form (IIF)? | N |
| 6 | Identify a point of contact to whom a member of the public can address questions concerning this information system and the privacy concerns associated with it. | Meribeth Reed |
| 7 | Unique Project Identifier Number: | N/A |
| 8 | System of Records Number: | N/A |
| 9 | OMB Information Collection Approval Number and Expiration Date: | N/A |
| 10 | Other Identifying Number(s): | N/A |
| 11 | Provide an overview of the system or collection and indicate the legislation authorizing this activity. | Grants are given to states to provide healthcare. Data is aggregated by the states and reported to HRSA vis the TVIS system. |
| 12 | Describe the information the agency will collect, maintain, or disseminate and how the agency will use the information. In this description, indicate whether the information contains IIF and whether submission is voluntary or mandatory. | There is no IIF in TVIS. |



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: TVIS

- | | | |
|----|--|--|
| 13 | Explain how the IIF collected, maintained, and/or disseminated is the minimum necessary to accomplish the purpose for this effort. | N/A |
| 14 | Explain why the IIF is being collected, maintained, or disseminated. | N/A |
| 15 | Identify with whom the agency will share the IIF. | N/A |
| 16 | Describe how the IIF will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared. | N/A |
| 17 | State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998) | This system allows only authorized users. Nothing is directed at children. |
| 18 | Describe how the IIF will be secured. | N/A |
| 19 | Describe plans for retention and destruction of IIF. | N/A |
| 20 | Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained. | No SOR |
| 21 | The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date): | |
| 22 | The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date): | |

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: TVIS

- 23 The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date):



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: UDS

<u>Question:</u>	<u>Response:</u>
1 Date of this Submission (MM/DD/YYYY):	2003-11-21
2 HHS Agency (OPDIV):	HRSA/BPHC/OPED
3 Title of System or Information Collection:	Bureau of Primary Health Care Uniform Data System
4 Is this System or Information Collection new or is an existing one being modified?	Existing and modified
5 Unique Project Identifier Number:	N/A
6 System of Records Number:	N/A
7 OMB Information Collection Approval Number and Expiration Date :	0915-0193 (6/30/04)
8 Other Identifying Number(s):	
9 Provide an overview of the system or collection and indicate the legislation authorizing this activity.	The UDS is BPHC's reporting system for grantees. The UDS includes reporting requirements for grantees of the following primary care programs administered by the BPHC, HRSA (See Appendix A for Authorizing Legislation): Community Health Center (CHC) Program, Section 330(e) of the Public Health Service Act, Migrant Health Center (MHC) Program, Section 330(e) of the Public Health Service Act, Health Care for the Homeless (HO) Program, Section 330(h) of the Public Health Service Act.
10 Describe the information the agency will collect and how the agency will use the collected information. Explain how the data collected are the minimum necessary to accomplish the purpose for this effort.	The BPHC collects: user demographic information on Health Center users (age, race/ethnicity, income status and insurance status).

HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: UDS

Report. Multiple-grant grantees other than C/MHC grantees complete a Universal Report for the combined projects and a separate grant report for each Homeless or Public Housing program grant. For example: A CHC grantee that has a MHC grant and no other applicable BPHC grant completes a Universal Report combining the CHC and MHC grant activity. Grantees, with both a CHC and a MHC grant, will be required to submit one additional table, Table 3 Part A, for their MCH grant. A CHC grantee that has a HO grant completes a Universal Report and a HO Grant Report but does not complete a Grant Report for the CHC grant. A CHC grantee that also has MHC and HO grants completes a Universal Report, a HO Grant Report, and Table 3 Part A for the MCH grant. A HO that also has a PH grant completes a Universal Report and Grant Reports for the HO grant and for the PH grant.

12 Identify with whom the agency will share the collected information

The agency will share the data with other federal agency(ies), federal partners (NACHC, PCA and PCO(ies)), the public.

13 Describe how the information will be obtained, from whom it will be collected, what the suppliers of information and the subjects will be told about the information collection, and how this message will be conveyed to them (e.g., written notice, electronic notice if a web-based collection, etc.). Describe any opportunities for consent provided to individuals regarding what information is collected and how the information will be shared.

The data is collected electronically, John Snow Inc, the UDS contractor, developed a CD containing the Tables of data elements to be collected by the Health Center. The software is installed on their PC and the data is entered into the tables. Once they have completed the data entry they can attach the tables to an email or save on a disk and send to the contractor.

14 State whether information will be collected from children under age 13 on the Internet and, if so, how parental or guardian approval will be obtained. (Reference: Children's Online Privacy Protection Act of 1998)

No. We collect aggregate data on all users

15 Describe how the information will be secured.

The only data released with no securities is the UDS data by the Nation, Regional and State. However, if a requestor is requesting Grantee specific data, they must fill out a Data Use Agreement form.. This form ensures the use and interpretation of the data.

16 Describe plans for retention and destruction of data collected.

The data is retained in an access data base, we do not destroy prior years data



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: UDS

11 Explain why the information is being collected.

The types of information requested in the UDS enables BPHC to answer the following types of questions about its programs: 1. What is the total number of low income and/or uninsured people served by BPHC programs? (See Appendix C, Table 3 Part A and Table 4) 2. Who are the users of BPHC programs? What services do they use and what are their diagnoses? (See Appendix C, Table 3 Parts A and B, Table 6, Table 7) 3. What specific services offered by BPHC programs (e. g., enabling services) distinguish them from other providers of primary care? (See Appendix C, Table 2) 4. Are BPHC programs cost effective? (See Appendix C, Table 3 Part A, Table 8, Table 9 Parts D and E) 5. What is the impact of managed care on BPHC programs? Does number of enrollee;s increase? What is the effect on revenues? (See Appendix C, Table 9 Part C) As required by the Government Performance and Results Act (GPRA), BPHC has developed annual program goals and objectives and related performance indicators. The UDS provides data for three of these performance indicators, as follows: 1. Objective: During CY2002, serve an additional 1.5 million uninsured and underserved persons through the Health Centers. Indicators: - Total number of users - Number of additional uninsured and underserved persons served in CY 2002 2. Objective: Target primary care services to low income individuals. Indicator: Proportion of Health Center users below 200% of poverty. 3. Objective: Target minority individuals Indicator: Proportion of Health Center users for Racial/Ethnic minority group Also, UDS will provide the data necessary to evaluate two of the three OMB cross-culture common measures of productivity and efficiency. The UDS is capable of responding to emerging information needs of the health care marketplace and changes the information paradigm from a "what the grantee needs to do to satisfy the Bureau" to a report that requires information that grantees need to survive in the market place. The UDS: Provides uniformly defined data for major BPHC grant programs. Yields consistent information on patient characteristics and clinical conditions that can be compared with other national and state data. Facilitates the eventual electronic transmission of data by grantees, through the use of standard formats and definitions. The UDS includes two components: The Universal Reports, consists of nine tables and is completed by all grantees. This report provides data on services, staffing, and financing across the five primary care system development programs included in the UDS. Grant Reports on characteristics of users whose services fall within the scope of a project funded under a particular grant. Each Grant Report includes three basic tables that employ the same formats and definitions as the Universal Report. Grantees that receive only one BPHC grant or that receive only CHC and MHC grants are required to complete only the Universal



HHS Privacy Impact Assessment (PIA) Summary

OPDIV: HRSA System Name: UDS

- | | | |
|----|--|-------------------|
| 17 | Identify whether a system of records is being created under section 552a of Title 5, United States Code (the Privacy Act), or identify the existing Privacy Act system of records notice under which the records will be maintained. | No. |
| 18 | The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the OPDIV Privacy Contact (Sign and Date): | Donn Taylor |
| 19 | The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency Head (sign and date): | Elizabeth M. Duke |
| 20 | The Privacy Analysis Worksheet and PIA Summary have been reviewed and endorsed by the Agency CIO (sign and date): | Cathy Flickinger |

