

Copy PIA (Privacy Impact Assessment)

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Instructions


Review the following steps to complete this questionnaire:

- 1) Answer questions.** Select the appropriate answer to each question. Question specific help text may be available via the  icon. If your answer dictates an explanation, a required text box will become available for you to add further information.
- 2) Add Comments.** You may add question specific comments or attach supporting evidence for your answers by clicking on the  icon next to each question. Once you have saved the comment, the icon will change to the  icon to show that a comment has been added.
- 3) Change the Status.** You may keep the questionnaire in the "In Process" status until you are ready to submit it for review. When you have completed the assessment, change the Submission Status to "Submitted". This will route the assessment to the proper reviewer. Please note that all values list questions must be answered before submitting the questionnaire.
- 4) Save/Exit the Questionnaire.** You may use any of the four buttons at the top and bottom of the screen to save or exit the questionnaire. The button allows you to complete the questionnaire. The button allows you to save your work and close the questionnaire. The button allows you to save your work and remain in the questionnaire. The button closes the questionnaire without saving your work.

Acronyms

ATO - Authorization to Operate
CAC - Common Access Card
FISMA - Federal Information Security Management Act
ISA - Information Sharing Agreement
HHS - Department of Health and Human Services
MOU - Memorandum of Understanding
NARA - National Archives and Record Administration
OMB - Office of Management and Budget
PIA - Privacy Impact Assessment
PII - Personally Identifiable Information
POC - Point of Contact
PTA - Privacy Threshold Assessment
SORN - System of Records Notice
SSN - Social Security Number
URL - Uniform Resource Locator

General Information

PIA Name:	CDC - EvalWeb 2.0 - QTR2 - 2024 - CDC8139982	PIA ID:	2035886
Name of Component:	CDC - EvaluationWeb 2.0	Name of ATO Boundary:	EvaluationWeb 2.0
Overall Status:		PIA Queue:	
Submitter:		# Days Open:	123
Submission Status:	Re-Submitted	Submit Date:	8/9/2024
Next Assessment Date:	08/12/2027	Expiration Date:	8/12/2027
Office:		OPDIV:	CDC
Security Categorization:	Moderate	OpDiv PIA ID:	CDC8139982
Legacy PIA ID:		Make PIA available to Public?:	Yes
1:	Identify the Enterprise Performance Lifecycle Phase of the system.		Initiation
2:	Is this a FISMA-Reportable system?		Yes
3:	Does the system have or is it covered by a Security Authorization to Operate (ATO)?		No
4:	ATO Date or Planned ATO Date.		8/1/2024
5:	Is the system or electronic information collection, agency or contractor operated?		Contractor

PTA

PTA		
PTA - 2:	Indicate the following reason(s) for this PTA. Choose from the following options.	PIA Validation (PIA Refresh)
PTA - 2A:	Describe in further detail any changes to the system that have occurred since the last PIA.	Evaluation Web migrated from on-prem to AWS
PTA - 3:	Is the data contained in the system owned by the agency or contractor?	Agency

PTA - 4:	Please give a brief overview and purpose of the system by describing what the functions of the system are and how the system carries out those functions.	<p>EvaluationWeb (EvalWeb) is a web-based system that provides CDC-funded Division of Human Immunodeficiency Virus (HIV)/Acquired Immune Deficiency Syndrome (AIDS) Prevention (DHAP) program and certain Division of Sexually Transmitted Diseases (STD) Prevention (DSTDP) recipients a standardized platform for data entry, reporting, and submission.</p> <p>Data obtained from these jurisdictions allows the DHAP to meet their reporting goals under the National HIV/AIDS Strategy 2020 and these data will be used to inform the Ending the HIV Epidemic (EHE) Initiative.</p> <p>EvalWeb is also designed to manage the entire Partner Solicitation and Notification process for collecting and reporting of partner services data. It captures information about needle sharing and sexual partners and efforts made by Disease Intervention Specialist (DIS) or other STD workers to find, notify and test someone about a potential exposure.</p>
PTA - 5:	List and/or describe all the types of information that are collected (into), maintained, and/or shared in the system regardless of whether that information is PII and how long that information is stored.	<p>CDC-funded community-based organizations (CBOs) and local and state and local health departments (HDs) will use EvalWeb to report their National HIV Prevention Program Monitoring and Evaluation (NHM&E) HIV prevention activities (HIV testing and partner services) to include, but not limited to, client demographics (e.g., race, ethnicity, Name and/or alias, year of birth, address, phone, Medical Records Number, email, State of Residence, County of Residence, City of Residence, Zip Code of Residence), relationship status, HIV risk profile, HIV testing information, HIV referrals, and High-Impact Prevention (HIP) behavioral interventions.</p> <p>Additionally, the system will collect the State and City/County Identification number from the Enhanced HIV/AIDS Reporting System (eHARS); eHARS is a separate CDC system with its own PIA. The State and City/County ID number is a unique state and city/county identification number assigned to each patient throughout the course of HIV infection assigned by the separately funded state/jurisdiction in which they are reported.</p>
PTA - 5A:	Are user credentials used to access the system?	
PTA - 5B:	Please identify the type of user credentials used to access the system.	

PTA - 6:	Describe why all types of information is collected (into), maintained, and/or shared with another system. This description should specify what information is collected about each category of individual.	<p>EvalWeb is a web-based data collection and management system that will be used to provide CDC and DHAP grantees with real-time access to HIV prevention program data. The system will be used by DHAP's Expanded Testing Program (ETP) grantees, comprised of state and local health departments, to submit all of their HIV testing data. In addition, directly-funded CBOs in those jurisdictions will also use EvaluationWeb to enter their related data, if directed to do so by their health department.</p> <p>These data allow CDC to describe, at the local and national levels, all of the HIV prevention activities that are funded by CDC. CDC will use these data to assess and improve performance of agencies delivering HIV prevention services with CDC funds, assess and improve performance of CDC in terms of priorities, focus, guidance, and funding, respond to the needs of national partners, and report to Congress, the White House, and other stakeholders.</p> <p>Data collected by CDC-funded grantees are either directly key entered or uploaded into EvaluationWeb via the internet. All users of EvaluationWeb are required to complete the SAMS Identify Proofing prior to being allowed to log into the system. This includes users external to CDC (e.g., CBOs and HDs), as well as internal CDC users, such as the Program Evaluation Branch (PEB) and the Prevention Program Branch (PPB) in the Division of HIV/AIDS Prevention (DHAP).</p> <p>Partner Services Web is designed to manage the entire Partner Solicitation and Notification process. It captures information about sexual and needle sharing partners and efforts made by DIS or other STD workers to find, notify and test someone about a potential exposure. It also collects all of the data elements needed for evaluation of the process by Program Evaluation Branch (PEB).</p> <p>The individual's Name and/or alias, Year of Birth, address, phone, email, State of Residence, County of Residence, Medical Records Number City of Residence, Zip Code of Residence will be collected by the Partner Services Web system but will not be transmitted to CDC. The system is being provided to jurisdictional grantees. An intentional result is that CDC staff will not have direct access to the system. Data elements for program evaluation (which do NOT include PII) will be extracted by a third party firm and provided to CDC</p>
PTA - 7:	Does the system collect, maintain, use or share PII?	Yes
PTA - 7A:	Does this include Sensitive PII as defined by HHS?	Yes
PTA - 8:	Does the system include a website or online application?	Yes
PTA - 8A:	Are any of the URLs listed accessible by the general public (to include publicly accessible log in and internet websites/online applications)?	No

PTA - 9:	Describe the purpose of the website, who has access to it, and how users access the web site (via public URL, log in, etc.). Please address each element in your response.	EvaluationWeb (EvalWeb) is a web-based system that provides CDC-funded Division of Human Immunodeficiency Virus (HIV)/Acquired Immune Deficiency Syndrome (AIDS) Prevention (DHAP) program and certain Division of Sexually Transmitted Diseases (STD) Prevention (DSTDP) recipients a standardized platform for data entry, reporting, and submission. Users include CDC and DHAP grantees.
PTA - 10:	Does the website have a posted privacy notice?	Yes
PTA - 11:	Does the website contain links to non-federal government websites external to HHS?	No
PTA - 11A:	Is a disclaimer notice provided to users that follow external links to websites not owned or operated by HHS?	
PTA - 12:	Does the website use web measurement and customization technology?	Yes
PTA - 12A:	Select the type(s) of website measurement and customization technologies in use and if it is used to collect PII.	Session Cookies - Collect PII
PTA - 13:	Does the website have any information or pages directed at children under the age of thirteen?	No
PTA - 13A:	Does the website collect PII from children under the age thirteen?	
PTA - 13B:	Is there a unique privacy policy for the website and does the unique privacy policy address the process for obtaining parental consent if any information is collected?	
PTA - 14:	Does the system have a mobile application?	No
PTA - 14A:	Is the mobile application HHS developed and managed or a third-party application?	
PTA - 15:	Describe the purpose of the mobile application, who has access to it, and how users access it. Please address each element in your response.	
PTA - 16:	Does the mobile application/ have a privacy notice?	
PTA - 17:	Does the mobile application contain links to non-federal government websites external to HHS?	
PTA - 17A:	Is a disclaimer notice provided to users that follow external links to resources not owned or operated by HHS?	
PTA - 18:	Does the mobile application use measurement and customization technology?	
PTA - 18A:	Describe the type(s) of measurement and customization technologies or techniques in use and what information is collected.	
PTA - 19:	Does the mobile application have any information or pages directed at children under the age of thirteen?	
PTA - 19A:	Does the mobile application collect PII from children under the age thirteen?	
PTA - 19B:	Is there a unique privacy policy for the mobile application and does the unique privacy policy address the process for obtaining parental consent if any information is collected?	
PTA - 20:	Is there a third-party website or application (TPWA) associated with the system?	No
PTA - 21:	Does this system use artificial intelligence (AI) tools or technologies?	No

PIA		
PIA - 1:	Indicate the type(s) of personally identifiable information (PII) that the system will collect, maintain, or share.	Name Email Address Phone numbers Mailing Address Medical Records Number Other - Free text Field - race, ethnicity, county of residence, year of birth, HIV risk profile, HIV testing information, HIV referrals, and High-Impact Prevention (HIP) behavioral interventions, State and City/County ID number
PIA - 2:	Indicate the categories of individuals about whom PII is collected, maintained or shared.	Patients
PIA - 3:	Indicate the approximate number of individuals whose PII is maintained in the system.	Above 2000
PIA - 4:	For what primary purpose is the PII used?	The State and City/County ID number is a unique state and city/county identification number assigned to each patient throughout the course of HIV infection assigned by the separately funded state/jurisdiction in which they are reported. These data are used by Division of HIV/AIDS Prevention (DHAP) surveillance and prevention programs in statistical analysis to merge HIV testing and surveillance data for HIV-positive persons. Email address, mailing address, name, phone number, and medical record number are collected to validate whether persons who tested positive for HIV have been included in HIV care via Enhanced HIV/AIDS Reporting System (eHARS) .
PIA - 5:	Describe any secondary uses for which the PII will be used (e.g. testing, training or research).	For National HIV Prevention Program Monitoring and Evaluation (NHM&E), client demographics, HIV testing information, risk profile, referrals, and CDC-supported HIP interventions are collected to describe the populations receiving services that are provided through a CDC-funded mechanism. These data are aggregated and reported at the national level. NHM&E does not collect relationship status.
PIA - 6:	Describe the function of the SSN, Truncated SSN, and/or Taxpayer ID.	N/A
PIA - 6A:	Cite the legal authority to use the SSN, Truncated SSN, and/or Taxpayer ID.	N/A
PIA - 7:	Identify legal authorities governing information use and disclosure specific to the system and program.	Public Health Service Act, Section 301, "Research and Investigation," (42 U.S.C. 241); and Sections 304, 306 and 308(d) which discuss authority to maintain data and provide assurances of confidentiality for health research and related activities (42 U.S.C. 242 b, k, and m(d)).
PIA - 8:	Are records in the system retrieved by one or more PII data elements?	Yes

PIA - 8A:	Please specify which PII data elements are used to retrieve records.	Records are retrieved by the unique identifier formID, a unique alpha-numeric code or identification number used to identify and connect data collected on a standardized form.
PIA - 8B:	Provide the number, title, and URL of the Privacy Act System of Records Notice (SORN) that is being used to cover the system or indicate whether a new or revised SORN is in development.	Epidemiologic Studies and Surveillance of Disease Problems 09-20-0136
PIA - 9:	Identify the sources of PII in the system.	Government Sources State/Local/Tribal
PIA - 10:	Is there an Office of Management and Budget (OMB) information collection approval number?	Yes
PIA - 10A:	Provide the information collection approval number.	0920-0696
PIA - 10B:	Identify the OMB information collection approval number expiration date.	10/31/2024
PIA - 10C:	Explain why an OMB information collection approval number is not required.	N/A
PIA - 11:	Is the PII shared with other organizations outside the system's Operating Division?	No
PIA - 11A:	Identify with whom the PII is shared or disclosed.	
PIA - 11B:	Please provide the purpose(s) for the disclosures described in PIA - 11A.	
PIA - 11C:	List any agreements in place that authorizes the information sharing or disclosure (e.g., Computer Matching Agreement (CMA), Memorandum of Understanding (MOU), or Information Sharing Agreement (ISA)).	
PIA - 11D:	Describe process and procedures for logging/tracking/accounting for the sharing and/or disclosing of PII. If no process or procedures are in place, please explain why not.	
PIA - 12:	Is the submission of PII by individuals voluntary or mandatory?	Voluntary
PIA - 12A:	If PII submission is mandatory, provide the specific legal requirement that requires individuals to provide information or face potential civil or criminal penalties.	
PIA - 13:	Describe the method for notifying individuals that their information will be collected and how they can opt-out of the collection or use of their PII. If there is no option to object to the information collection, provide a reason.	The data is received in conjunction with Notifiable Disease Surveillance; it is not originally collected by CDC, but rather entered into EvalWeb by the Community-Based Organizations (CBO's) and State and Local Health Departments who receive it from the individual clinics. The reporting of notifiable disease cases to CDC by state and territorial jurisdictions is voluntary and is provided without direct personal identifiers, for the purpose of nationwide aggregation and monitoring of disease data. At the state and local level, there is no individual consent form or mechanism to opt out of Enhanced HIV-AIDS Reporting System (eHARS) data collection for notifiable disease reporting mandated by state or local law.

<p>PIA - 14:</p>	<p>Describe the process to notify and obtain consent from the individuals whose PII is in the system when major changes occur to the system (e.g., disclosure and/or data uses have changed since the notice at the time of original collection). Alternatively, describe why they cannot be notified or have their consent obtained.</p>	<p>Community-Based Organizations (CBO's) and State and Local Health Departments are funded by CDC to collect and enter information into the EvalWeb system. This data is not originally collected by CDC, and at the state and local level, there is no individual consent form or mechanism to obtain consent to eHARS data collection for notifiable disease reporting mandated by state or local law.</p> <p>If major system changes occur, the system owner is responsible for communicating all changes to CDC-funded grantees. The funded entities, once notified, may notify individuals in accordance with their jurisdictional laws and policies.</p>
<p>PIA - 15:</p>	<p>Describe the process in place to resolve an individual's concerns when they believe their PII has been inappropriately obtained, used, or disclosed, or that the PII is inaccurate. If no process exists, explain why not.</p>	<p>The submission of notifiable disease reporting information by individuals is mandatory due to state and local laws. As indicated in the System of Records Notice 09-20-0136, the individual who has a concern about their PII data being accidentally included within the system, they should reasonably identify the record and specify the information being contested, the corrective action sought, and the reasons for requesting the correction, along with supporting information to show how the record is inaccurate, incomplete, untimely, or irrelevant. In the event of a suspected data breach, the reporting jurisdiction must report the incident to the Program Evaluation Branch (PEB) data security steward with complete information detailing the nature of the suspected breach. PEB's data security steward reports the suspected incident to National Center for HIV/AIDS, Viral Hepatitis, STD, and TB Prevention (NCHHSTP) System Privacy and Security Officer (SSPO) and works with the jurisdiction until the matter has been resolved.</p>
<p>PIA - 16:</p>	<p>Describe the process in place for periodic reviews of PII contained in the system to ensure the data's integrity, availability, accuracy and relevancy. Please address each element in your response. If no processes are in place, explain why not.</p>	<p>The EvalWeb data steward will perform an annual review of the PII contained within the EvalWeb system. This review will also include discussions with management about possible ways to reduce the PII held within the system.</p>
<p>PIA - 17:</p>	<p>Identify who will have access to the PII in the system.</p>	<p>Users Contractors Others</p>
<p>PIA - 17A:</p>	<p>Select the type of contractor.</p>	<p>Third-Party Contractor (Contractors other than HHS Direct Contractors)</p>
<p>PIA - 17B:</p>	<p>Do contracts include Federal Acquisition Regulation (FAR) and other appropriate clauses ensuring adherence to privacy provisions and practices?</p>	<p>Yes</p>

PIA - 18:	Provide the reason why each of the groups identified in PIA - 17 needs access to PII.	<p>Users - Only for the data they input into the system. They can not see other jurisdictions data, only their own.</p> <p>Contractors - EvalWeb is built and maintained by Luther Consulting, LLC.</p> <p>Others - EvalWeb Data Steward will perform annual review of PII held within the EvalWeb system.</p>
PIA - 19:	Describe the administrative procedures in place to determine which system users (administrators, developers, contractors, etc.) may access PII.	PII data is secured via multi-factor authentication to access the system via SAMS and role-based application control via Role-Based access controls (RBAC.)
PIA - 20:	Describe the technical methods in place to allow those with access to PII to only access the minimum amount of information necessary to perform their job.	Access is monitored by the Network and IT security controls. Before being granted access to the system, users will be required to go through SAMS ID proofing process.
PIA - 21:	Identify the general security and privacy awareness training provided to system users (system owners, managers, operators, contractors and/or program managers) using the system to make them aware of their responsibilities for protecting the information being collected and maintained.	All individuals, system owners, managers, operators, contractors, and/or program managers, are required to complete annual CDC Security Awareness Training or the HHS Security Awareness Training. In addition, all individuals requiring access to National HIV Prevention Program Monitoring and Evaluation (NHM&E) data are required to complete the Program Evaluation Branch (PEB) Annual Data Security and Confidentiality training. Upon completion of the training, users must provide a signed Rules of Behavior (ROB), Non-disclosure agreement (for FTEs only), and the Contractor's Pledge of 308(d) Confidentiality, Safeguards for Individuals and Establishments Against Invasion of Privacy.
PIA - 22:	Describe the training system users receive (above and beyond general security and privacy awareness training).	CDC-funded grantees must conduct local data security and confidentiality training annually in accordance with the National Centers for HIV/AIDS, Viral Hepatitis, STD, and TB Prevention Data Security and Confidentiality Guidelines.
PIA - 23:	Describe the process and guidelines in place with regard to the retention and destruction of PII. Cite specific National Archives and Records Administration (NARA) records retention schedule(s) and include the retention period(s).	Division of HIV/AIDS Prevention/Surveillance and Epidemiology, (N1-442-91-1, Item 1). Record copy of study reports are maintained in agency records from two to three years in accordance with retention schedules. Source documents for computer are disposed of when no longer needed by program officials. Personal identifiers may be deleted from records when no longer needed in the study as determined by the system manager, and as provided in the signed consent form, as appropriate. Disposal methods include erasing computer disks or tapes, burning or shredding paper materials or transferring records to the Federal Records Center when no longer needed for evaluation and analysis. Records are retained for 20 years; for longer periods if further study is needed.

PIA - 24:

Describe how the PII will be secured in the system using administrative, technical, and physical controls. Please address each element in your response.

Administrative controls:

Records are maintained in accordance with CDC's record control schedule and record control policy. PII data is secured via multi-factor authentication to access the system via SAMS and role-based application control.

Technical Controls:

Monitored by the Network and IT security controls. Before being granted access to the system, users will be required to go through SAMS ID proofing process.

Physical Controls:

The physical servers are located in secure hosting facilities.

External ingress/egress points are all locked or actively monitored at all times.

All entry to facilities access controlled with visitor logs.

Escorts where required

Lock and key security

Video monitoring

Two-factor authentication or biometric access required in some areas

Review & Comments

Privacy Analyst Review

OpDiv Privacy Analyst Review Status:	Approved	Privacy Analyst Review Date:	8/9/2024
Privacy Analyst Comments:	OpDiv Analyst: Joshua Mosios (Contractor)	Privacy Analyst Days Open:	

SOP Review

SOP Review Status:	Approved	SOP Signature:	
SOP Comments:	/s/ by Beverly E. Walker, CPO	SOP Review Date:	8/9/2024
		SOP Days Open:	0

Agency Privacy Analyst Review

Agency Privacy Analyst Review Status:	Approved	Agency Privacy Analyst Review Date:	8/12/2024
Agency Privacy Analyst Review Comments:	Reviewer: Crystal Bland 8/12/2024 Comments have been address for PTA see attached email in Supporting Documentation. This PIA is ready for SAOP review and approval. 8/8/2024 Please review comments on the PTA/PIA and update accordingly.	Agency Privacy Analyst Days Open:	3

SAOP Review

SAOP Review Status:	Approved	SAOP Signature:	Signature.docx
SAOP Comments:	Approved on behalf of Bridget Guenther	SAOP Review Date:	8/12/2024
		SAOP Days Open:	0

Supporting Document(s)

Name	Size	Type	Upload Date	Downloads
8-12-2024 EMAIL_Re_CDC - EvalWeb 2.0 - QTR2 - 2024 - CDC8139982.pdf	365306	.pdf	8/12/2024 3:45 PM	1
8-7-2024_EMAIL_RE_IMPT_ Request for Expedited PIA Review_Approval_ CDC - EvalWeb 2.0 - QTR2 - 2024 - CDC8139982.pdf	240377	.pdf	8/7/2024 10:45 AM	0

Comments

Question Name	Submitter	Date	Comment	Attachment
PIA - 8	Data Feed Service, piafrmc	7/19/2024	The previously approved PIA	

answered this question as "yes", which would make this system a Privacy Act System of Records. Please clarify.

PIA - 15	Data Feed Service, piafrmdc	7/19/2024	This answer cites the SORN that was not selected in 8. Please clarify. Also, please change out ISSO for SSPO.
PIA - 19	Data Feed Service, piafrmdc	7/19/2024	Define all acronyms upon first use (RBAC)
PIA - 21	Data Feed Service, piafrmdc	7/19/2024	This answer does not align to the question.
PIA - 1	BLAND, CRYSTAL	8/7/2024	<p>On the next iteration of the PTA for PTA-5A please select "yes, but user credentials are maintained by another system, per comment section internal users use Active Directory and external users use SAMS.</p> <p>PTA-12A Please confirm if "Session Cookies" collect PII or does not collect PII.</p> <p>PIA-1: Please include "state and city/county ID Number" in the free text.</p>
PIA - 4	BLAND, CRYSTAL	8/7/2024	Please explain the purpose for the other PII listed in PIA-1 (email address, mailing address, name, phone number, and medical record number).
PIA - 13	BLAND, CRYSTAL	8/8/2024	Please clarify if notification is given for the collection of data. The way it is currently written, it sounds like the local health agencies aren't providing notification or getting consent from individuals. Are people made aware that their information is being collected and reported and that their sexual partners will be contacted? Does Partner Web Services collect information about just the reporting patient or does it also collect information about that individual's sexual partners?
PIA - 14	BLAND, CRYSTAL	8/8/2024	Please clarify if notification is given for the collection of data. The way it is currently written, it sounds like the local health agencies aren't providing notification or getting consent from individuals. Are people made aware that their information is being

collected and reported and that their sexual partners will be contacted?
Does Partner Web Services collect information about just the reporting patient or does it also collect information about that individual's sexual partners?

Admin Section

Is OpDiv Privacy Analyst Approved ?:	1	Is OpDiv Privacy Analyst Return ? :	0
Is Agency Privacy Analyst Approve ?:	1	Is SOP Return ?:	0
Is SAOP Approved?:	1	Is Agency Privacy Analyst Return ?:	0
Total Approved:	4	Is SAOP Return ?:	0
Total Approval Required:	4	Total Return:	0

Miscellaneous Fields

Last Updated:	8/12/2024 8:01 PM	History Log:	View History Log
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