

Copy PIA (Privacy Impact Assessment)

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Please select the user, who would be submitting the copied PIA.

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 - NHCS - QTR2 - 2025 - CDC8677422	PIA ID:	2997432
Name of Component:	CDC - National Health Care Surveys	Name of ATO Boundary:	National Health Care Surveys
Overall Status:		PIA Queue:	
Submitter:		# Days Open:	48
Submission Status:	Re-Submitted	Submit Date:	4/25/2025
Next Assessment Date:	05/21/2028	Expiration Date:	5/21/2028
Office:		OPDIV:	CDC
Security Categorization:	Moderate	OpDiv PIA ID:	CDC8677422
Legacy PIA ID:		Make PIA available to Public?:	Yes
1:	Identify the Enterprise Performance Lifecycle Phase of the system.		Operations and Maintenance
2:	Is this a FISMA-Reportable system?		Yes
3:	Does the system have or is it covered by a Security Authorization to Operate (ATO)?		Yes
4:	ATO Date or Planned ATO Date.		
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.	The National Center for Health Statistics (NCHS) Rapid Surveys project was added to the system.
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>The National Health Care Surveys (NHCS) security authorization boundary is comprised of multiple surveys conducted by the National Center for Health Statistics (NCHS). These surveys collect national health statistics data to enable decision-makers, policymakers, and researchers in the U.S. to improve national health programs and services.</p> <p>The information collected includes:</p> <ul style="list-style-type: none"> data on patients; data on health care; data on health status; data related to fertility;

data related marital status; and

data related to family formation and growth

NHCS surveys track the latest trends affecting hospitals, relationships between the organization and delivery of health care, present national data on the care received in hospitals, and measures the health of the reproductive-aged population (aged 15-49) in the U.S along with improving the health programs and services that they receive.

The National Health Care Surveys includes:

National Ambulatory Medical Care Survey (NAMCS)

National Hospital Ambulatory Medical Care Survey (NHAMCS)

National Hospital Care Survey (NHCS)

National Study of Long-Term Care Providers (NSLTCP)

National Survey of Family Growth (NSFG)

NCHS Rapid Surveys

Information processing involves systematic review to determine the accuracy and completion of information captured by the surveys. Some data requires keying and coding, (e.g., diagnoses, drug names, and other specific categories). NCHS staff reviews each variable in the data files to check for consistency, outliers, and missing information. Files are cleaned by removing outliers, resolving inconsistencies, and imputing missing information. Data are then subjected to various analyses and compared to previous years and other similar information sources. When editing is complete, final analytic files are created for statistical analyses/products. Public use files are produced after further editing to remove and/or mask variables that could be used to identify survey participants. This process is referred to as disclosure risk review. Once completed, the public use files are released to the public and placed on the NCHS websites.

<p>PTA - 5:</p>	<p>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>	<p>NHCS collects data on patients and their care from a sample of hospitals to provide national estimates of service use. NHCS collects and maintains data on patient care from Census and participating hospital-based settings that includes: healthcare practice characteristics (e.g., size, ownership, Medicare/Medicaid certification, occupancy rate, days of care provided, Medicare and Medicaid reimbursement rates, staff size, and policies), healthcare provider data (e.g., names, addresses) and patient/resident care data (e.g., Social Security Number (SSN), Date of Birth, Name, Mailing Address, Phone Numbers, Medical Records Number, Medical Notes (diagnosis, services and medications ordered/received), Medicare ID, as well as, demographics (sex, ethnicity, race), and patient care payment information. NHCS also collects, analyzes, and disseminates information on factors related to birth and pregnancy rates, family formation and dissolution (e.g., marriage and divorce), and reproductive health and health services.</p> <p>Public use files are de-identified to remove or mask variables that could be used to identify survey participants. This process is referred to as disclosure risk review. Once completed, the public use files are released to the public and placed on the NHCS web sites.</p> <p>Authentication and access to NHCS are controlled via CDC's Active Directory (AD), User ID/Password, ID cards. Active Directory is a system with its own PIA. NHCS has project users/administrators that utilizes Non-HHS user credentials (i.e., the contractor-hosted system's Active Directory credentials, password, passcode and user ID). Users/system administrators include contractors. NHCS projects are contractor-hosted systems and does not leverage the Centers for Disease Control and Prevention's Active Directory. NHCS users also authenticate using passcode.</p>
<p>PTA - 5A:</p>	<p>Are user credentials used to access the system?</p>	
<p>PTA - 5B:</p>	<p>Please identify the type of user credentials used to access the system.</p>	<p>HHS User Credentials</p> <ul style="list-style-type: none"> HHS/OpDiv PIV Card HHS Username Password <p>Non-HHS User Credentials</p> <ul style="list-style-type: none"> Username Password
<p>PTA - 6:</p>	<p>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>	<p>NHCS collects data on patients and their care from a sample of hospitals to provide national estimates of service use. NHCS collects and maintains data on patient care from Census and participating hospital-based settings that includes: healthcare practice characteristics (e.g., size, ownership, Medicare/Medicaid certification, occupancy rate, days of care provided, Medicare and Medicaid reimbursement rates, staff size, and policies),</p>

healthcare provider data (e.g., names, addresses) and patient/resident care data (e.g., Social Security Number (SSN), Date of Birth, Name, Mailing Address, Phone Numbers, Medical Records Number, Medical Notes (diagnosis, services and medications ordered/received), Medicare ID, as well as, demographics (sex, ethnicity, race), and patient care payment information). Additionally, information related to 1.) birth and pregnancy rates; 2.) family formation and dissolution (e.g., marriage and divorce), as well as 3.) reproductive health and health services are collected and deidentified after undergoing (NCHS Disclosure Review Board). Participating hospitals are asked to: (1) Complete a short interview to assess survey eligibility. (2) Provide data on all inpatient stays, emergency departments (EDs) and outpatient departments (OPDs) visits from the hospital's electronic health records (EHR) system, Uniform Bill (UB)-04 administrative claims data, or an electronic file in same format that is submitted to the state. (3) Complete an annual questionnaire on hospital characteristics. All data files are stored permanently. Participating hospitals provide the NHCS survey data to NHCS via CDC/CSPO authorized transfer mechanisms (e.g., SFTP, SAMS) where it is stored and maintained at the CDC. NHCS hardware and software are located at the CDC and system administration is managed by CDC personnel. NHCS staff process NHCS data, which includes a systematic review to determine accuracy and completion of NHCS survey data via data analyses and comparisons to previous years and other sources of similar information. Identified inconsistencies are researched and resolved and a final analytics file is created. Public use files are de-identified to remove or mask variables that could be used to identify survey participants. This process is referred to as disclosure risk review. Once completed, the public use files are released to the public and placed on the NHCS web sites. PII is used in order to create patient identifiers that will allow for data linkage with other NCHS databases. Authentication and access to NHCS are controlled via CDC's Active Directory (AD), User ID/Password, ID cards. Active Directory is a system with its own PIA. One of the NHCS Project collects data using a website which include names, phone numbers, dates of birth, mailing addresses, as well as month and year of vital events. The system processes and maintains the data until the end of the contract (i.e., permanently). Processed analytical data is presented as summary statistics (frequencies, means, percentages) and disseminated for general use in program planning and research (no PII is disseminated). NHCS system users/administrators (e.g., add/remove/modify users) utilize Non-HHS user credentials (i.e., the contractor-hosted system's Active Directory credentials, password, passcode and user ID). System users/administrators include contractors. NHCS survey participants authenticate using passcode.

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.	

1. **Website URL:**

<https://npals2024.cdc.gov>

- a. **Purpose:** This website monitors trends in the supply, provision, and use of the major sectors of paid, regulated long-term care services. The purpose is to estimate and track trends in the supply and use of seven major types of post-acute and long-term care providers—assisted living and other residential care communities (RCCs), adult day services centers (ADSCs), home health agencies, nursing homes, hospices, long term care hospitals (LTCHs), and inpatient rehabilitation facilities (IRFs). Using a combination of primary surveys (ADSCs, RCCs) and administrative data (home health, hospice, nursing homes, LTCHs, and IRFs), National Post-acute and Long-term Care Study (NPALS) will collect information about the characteristics of services providers; the services they offer; their staffing profile; and aggregate data on the demographics, functional status, and health status of the individuals these places serve. This site is operated and monitored by the contractor.
- b. **Users:** The Internal/External

(Healthcare participants) authorized users are issued user credentials and allowed access to the system.

- c. **Authentication & Authorization:** The website is accessed using a username and password.

2. **Website URL:**

<https://provider.cdc.gov/>

- a. **Purpose:** The 2024 National Ambulatory Medical Care Survey (NAMCS) has completed data collection for 2024 and the survey is now closed. The NAMCS Provider questionnaire collects a variety of information, including physician, advanced practice provider and practice information, work autonomy for Physician Assistants/Associates, the use of EHR in the medical practice, language barriers in health care, pain treatment, and opioid prescription management, and COVID vaccination efforts and accessibility. This site is operated and monitored by contractor.
- b. **Users:** The Internal/External (Healthcare participants) authorized users are issued user credentials and allowed access to the system.
- c. **Authentication & Authorization:** The website is accessed using a username and password.

3. **Website URL:** <https://npals-dcw.cdc.gov>
 - a. **Purpose:** National Post-acute and Long-term Care Study-Direct Care Worker (DCW) Survey will focus on preparing for and fielding a total sample of 3,765 DCWs in ADSCs, nursing homes, hospices, home health agencies, and RCCs, to be fielded between January 2025 and June 2025. This site is operated and monitored by contractor.
 - b. **Users:** The Internal/External (Healthcare participants) authorized users are issued user credentials and allowed access to the system.
 - c. **Authentication & Authorization:** The website is accessed using a username and password.
4. **Website URL:** <https://nhcsdata.cdc.gov>
 - a. **Purpose:** The Westat Secure Transfer System (WSTS) provides a Secure File Transfer Protocol (SFTP) site for hospitals to upload data file(s) to the NHCS project for use in the study. Each hospital is provided a secure channel in the WSTS with unique credentials through which to upload their data. No hospital can see or access another hospital's channel. Once the hospital uploads the data, the WSTS notifies limited contractor staff of the existence of the file. The data is then

downloaded from the WSTS onto the project specific directory. Files are automatically deleted from the WSTS after download. If a file is not downloaded after 5 days, the WSTS automatically deletes the file. This site is operated and monitored by contractor.

- b. **Users:** The Internal/External (Healthcare participants) authorized users are issued user credentials and allowed access to the system.
- c. **Authentication & Authorization:** The website is accessed using a username and password.

5. **Website URL:** <https://nhcs-cms.cdc.gov>

- a. **Purpose:** The Case Management System (CMS) enables users to access, update (as appropriate), and generate reports on information about sampled hospitals. Tracking and documenting fields include hospital participation status, NHCS eligibility status, hospital contacts and the communications between survey staff and those contacts, key characteristics about the hospital such as a hospital's inclusion in a hospital network, the EHR vendors and systems used, hospital size, address, and the dates (month, day, year)

associated with key events such as mergers and closures, and completion status of the Intake Questionnaire.

- b. **Users:** The Internal/External (Healthcare participants) authorized users are issued user credentials and allowed access to the system.
- c. **Authentication & Authorization:** The website is accessed using a username and password.

6. **Website URL:**

https://wwwn.cdc.gov/NCHS_Ambulatory_Drugs/

- a. **Purpose:** The Ambulatory Care Drug Database (ACDD) reflects drugs in the database as of the 2022 survey year. It is important to note that the drug database as well as the Multum classification could change over time. For the database, this can occur when a drug that was not previously assigned a code by the Multum classification is added to that classification and its DRUGID value in the ACDD is then changed to reflect the new Multum designation. Also, Multum can change its therapeutic category classification. For example, a drug that was assigned to only a second-level therapeutic category in one year may now be assigned to a new third-level category.
- b. **Users:** The

Internal/External
(Healthcare participants)
authorized users are
issued user credentials
and allowed access to the
system.

- c. **Authentication & Authorization:** The website is accessed using a username and password.

7. **Website URL:** <https://nsfg.rti.org/>

- a. **Purpose:** This is the public website for respondents to complete web screeners and main surveys
- b. **Users:** Developers for behind updates and development. Survey Respondents to complete web screeners and main surveys.
- c. **Authentication & Authorization:** Developers log in using there contractor account and, then log in to the site from their contractor device. Public respondents access the public URL.

8. **Website URL:** <https://blaise5esnV2.rti.org/>

- a. **Purpose:** This URL leads to the Blaise Server that handles the surveys.
- b. **Users:** Developers to program the survey and make updates. Survey respondents to enter information.
- c. **Authentication & Authorization:** Developers log in using there contractor account and, then log in to the site from their contractor device. Public respondents access the

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.	Other Web bug/beacons - Does Not Collect PII Session Cookies - Does Not Collect PII Persistent Cookies - Does Not Collect PII Other technology - Does Not 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.	Social Security Number Name Phone numbers Date of Birth Mailing Address Medical Records Number Other - Free text Field - Medical Notes (diagnosis, services and medications ordered/received), Medicare ID, as well as, demographics (sex, ethnicity, race), and patient care
PIA - 2:	Indicate the categories of individuals about whom PII is collected, maintained or shared.	Patients Members of the public
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 National Health Care Surveys (NHCS) primarily collects patient-level Personally Identifiable Information (PII), such as name and Social Security Number (SSN), in order to create patient identifiers that will allow for data linkage between settings (e.g., inpatient, Emergency Department, Out Patient Department), time (e.g., year to year linkages), and data collections (e.g., link to the National Death Index to construct 30-day mortality indicators). Contractor/business partner information is needed for communication purposes.
PIA - 5:	Describe any secondary uses for which the PII will be used (e.g. testing, training or research).	NHCS uses the data collected to monitor trends in the supply, provision, and use of paid regulated long-term care services, by the major sectors. The data collected by NHCS is used to offers reliable, accurate, relevant and timely national and state statistical information to support and inform post-acute and long-term care services policy, research and practice.
PIA - 6:	Describe the function of the SSN, Truncated SSN, and/or Taxpayer ID.	SSN is part of data submitted and required for data analysis. SSNs are used for merging data (or linking with other data sources).
PIA - 6A:	Cite the legal authority to use the SSN, Truncated SSN, and/or Taxpayer ID.	EO 9397
PIA - 7:	Identify legal authorities governing information use and disclosure specific to the system and program.	Public Health Service Act, Section 306(b) (42 U.S.C. 242k)Public Health Service Act, Title 42, US Code, Paragraph 242k - National Center for Health Statistics
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.	NHCS retrieves records using the following data elements: -Name -SSN -Mailing Address

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.	09-20-0167, "Health Resources Utilization Statistics", https://www.hhs.gov/foia/privacy/sorns/09200164/index.html 09-20-0164 , "Health and Demographic Surveys Conducted in Probability Samples of the U.S Population" , https://www.hhs.gov/foia/privacy/sorns/09200164/index.html
PIA - 9:	Identify the sources of PII in the system.	Directly from an individual about whom the information pertains In-person Government Sources Other Federal Entities Non-Government Sources Private Sector
PIA - 10:	Is there an Office of Management and Budget (OMB) information collection approval number?	Yes
PIA - 10A:	Provide the information collection approval number.	0920-1015, Expiration Date : 2/28/26 0920-0314, Expiration Date : 9/30/26 0920-1408, Expiration Date : 6/30/26
PIA - 10B:	Identify the OMB information collection approval number expiration date.	9/30/2026
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.	N/A

<p>PIA - 13:</p>	<p>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.</p>	<p>The Public Health Service Act, Title 42 permits disclosure of protected health information without patient authorization for 1) public health purposes, and 2) research that has been approved by an Institutional Review Board (IRB).</p> <p>Participation in any NHCS survey is voluntary. Individuals may choose not to participate in a survey or not answer certain questions or to provide personal information.</p> <p>NHCS system is comprised of numerous surveys and only one of these surveys, NSFG, has a direct method for individuals to opt-out of the collection or use of their PII. Respondents are provided with a toll-free 800 number that an individual can call to opt-out of the use of their data for development of a public use file. If a respondent decides that they do not want their data included after completing an interview, the contractor informs the National Center for Health Statistics (NCHS). If the data is not yet part of the public use file, the case can be deleted.</p>
<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>NHCS policy does not permit disclosure rule changes and/or data use changes after the time of data collection. The procedures in place for a given year continue to guide the disclosure and use of the data in subsequent years. Any desired changes in data uses or disclosures must be put in place prior to data collection and apply only to that year's data collection. At no point has any disclosure change or data use change occurred in the NHCS after the time of data collection.</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>NSFG mails a written advance letter to all households selected for the NSFG sample prior to conducting the survey. Respondents are provided with a toll-free "800" number that the individual may call to make a complaint to the NCHS Ethics Review Board, and each case is reviewed individually by the Board.</p> <p>If an NHCS Survey respondent requests information about disclosures of their protected health information, hospitals are required to keep record Documentation for 6 years.</p> <p>The National Center for Health Statistics has developed a record keeping document for NHCS hospitals that allows hospitals respond to requests by patients for disclosures made of their protected health information. A separate record document will be provided to hospitals to simplify their record-keeping and for their convenience in complying with this request.</p>

PIA - 16:	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>The NHCS survey data containing PII is reviewed for integrity, availability, accuracy and relevancy annually. Designated NCHS staff conduct data validation of electronic health record of the PII Data Fields (Full Name, Date of Birth, Social Security Number, Medical Record Number, Contact Information, Insurance Identifiers):</p> <ul style="list-style-type: none"> • Through automated and manual cross-verification of PII entries against authoritative data sources (e.g., patient intake forms, identity verification tools) • Verify the accuracy of critical fields (e.g., name, SSN) <p>The data relevancy is further reviewed by a number of National Center for Health Statistics (NCHS) oversight committees including Ethics Review Board, Disclosure Review Board, and other NCHS privacy officials (e.g., NCHS Confidentiality Officer) who consider whether the justification for collecting and maintaining PII remains relevant and worthy of approval.</p> <p>The NCHS Disclosure Review Board (DRB) reviews data files for public use, interagency sharing and other authorized release together with selected tabular materials following procedures established by the Confidentiality Officer. The Board is chaired by the NCHS Confidentiality Officer and consists of a representative of the NCHS Research Data Center, a representative of the Office of Research and Methodology, and one representative from each of the Center's data collection and analysis programs.</p>
PIA - 17:	Identify who will have access to the PII in the system.	<p>Users</p> <p>Administrators</p> <p>Contractors</p>
PIA - 17A:	Select the type of contractor.	HHS/OpDiv Direct Contractors
PIA - 17B:	Do contracts include Federal Acquisition Regulation (FAR) and other appropriate clauses ensuring adherence to privacy provisions and practices?	Yes
PIA - 18:	Provide the reason why each of the groups identified in PIA - 17 needs access to PII.	<p>Users: for verification of contact information and interviews</p> <p>Administrators: For Data management</p> <p>Contractors: direct contractors need access for project management and operations.</p>

PIA - 19:	Describe the administrative procedures in place to determine which system users (administrators, developers, contractors, etc.) may access PII.	<p>Users' system access is limited to the functions and information which is essential to their job functions.</p> <p>Only users, administrators, and contractors that have a valid business need have access to PII. The reasons for these individuals to have access to PII include conducting data analysis, data management, and project operations. Access requests are reviewed and approved or rejected by the project manager and access following the rule of least privilege is granted using Role-Based Access Controls. If the request is approved, system administrator grants access only to approved data for a limited time period.</p>
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.	NHCS restricts PII access to information necessary to perform their job, by implementing technical controls, such as least privilege, need to know access and Role-Based access, which are managed by CDC AD, SAMS, User ID/Password, and ID cards, virus/malicious code detection software, firewalls, virtual private network, intrusion detection system, database backups, and data encryption.
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.	<p>Users take the annual CDC Security Awareness Training (SAT).</p> <p>Administrators and contractors are required to take the CDC role-based trainings (RBT) and take the annual NCHS Confidentiality Training.</p>
PIA - 22:	Describe the training system users receive (above and beyond general security and privacy awareness training).	Users must complete the following required trainings: Annual Information Security Awareness Training (SAT), Annual Overview of Records Management, and Annual Designated Agent training in accordance with Confidential Information Protection and Statistical Efficiency Act (CIPSEA). Furthermore, every user must sign an annual Non-disclosure Affidavit.
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).	Records are retained and disposed of in accordance with the Centers for Disease Control and Prevention (CDC) Records Control Schedule for National Center for Health Statistics (NCHS) records. The original records are retained in office files of NCHS or NCHS Contractors for two years. The original records are then sent to the Federal Records Center where they are stored for five years. Record Control Number: N1-442-09-1-1a.

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.

Security controls that protect NHCS data include:
Administrative controls: documented policies and procedures and non-disclosure agreements that CDC employees agree to adhere to upon hire and annually thereafter, annual security awareness training, Role-Based training, minimum necessary Role-Based access, monitoring of access logs and user activities, established data disposition procedures, periodic correspondence with CDC staff to reinforce confidentiality regulations, guidelines, and procedures.

Technical controls: access restrictions based on least privilege and need to know, Role-Based access managed by CDC AD, SAMS, User ID/Password, and ID cards, virus/malicious code detection software, firewalls, virtual private network, intrusion detection system, database backups, and data encryption.

Physical controls: building guards, identification badges, key cards, closed circuit TV, and locked offices.

Review & Comments

Privacy Analyst Review

OpDiv Privacy Analyst Review Status:	Approved	Privacy Analyst Review Date:	4/25/2025
Privacy Analyst Comments:		Privacy Analyst Days Open:	

SOP Review

SOP Review Status:	Approved	SOP Signature:	
SOP Comments:	Approved on behalf of Beverly Walker	SOP Review Date:	5/5/2025
		SOP Days Open:	10

Agency Privacy Analyst Review

Agency Privacy Analyst Review Status:	Approved	Agency Privacy Analyst Review Date:	5/21/2025
Agency Privacy Analyst Review Comments:	Reviewer: Nestor Villafuerte 5/21/2025 CDC provided emails to address our comments. It seems the only update needed is to remove the broken URLs from the PTA (this can be done during the 508 process or on the next iteration of the PTA). Other than that this PIA is ready for SAOP review and approval.	Agency Privacy Analyst Days Open:	16

SAOP Review

SAOP Review Status:	Approved	SAOP Signature:	Archer Signature_Bridget Guenther.docx
SAOP Comments:		SAOP Review Date:	5/22/2025
		SAOP Days Open:	1

Supporting Document(s)

Name	Size	Type	Upload Date	Downloads
5-15-2025 EMAIL_RE_NHCS Broken URLs.pdf	203591	.pdf	5/15/2025 1:23 PM	0
5-8-2025 EMAIL_Re_CDC - NHCS - QTR2 - 2025 - CDC8677422.pdf	255914	.pdf	5/8/2025 7:59 AM	0

Comments

Question Name	Submitter	Date	Comment	Attachment
PIA - 5	Data Feed Service, piafrmcdc	4/11/2025	Please add purpose of Mailing address and any other PII elements that have no purpose stated.	

PIA - 8A	Data Feed Service, piafrmcdc	4/11/2025	Please focus on just the PII data elements that are used to retrieve records
PIA - 12	Data Feed Service, piafrmcdc	4/11/2025	PIA 13 starts that no opt out is available for most of the surveys except one, please update PIA 12 to reflect mandatory
PIA - 15	Data Feed Service, piafrmcdc	4/11/2025	Please add a statement for the surveys that are mandatory explaining that there is no process in place because of the nature and use of the survey.
PIA - 20	Data Feed Service, piafrmcdc	4/11/2025	Focus on just the technical controls per the question
PIA - 21	Data Feed Service, piafrmcdc	4/11/2025	Please transfer these items to PIA 22: Annual Designated Agent training in accordance with Confidential Information Protection and Statistical Efficiency Act (CIPSEA). Furthermore, every user must sign an annual Non-disclosure Affidavit.
PIA - 22	Data Feed Service, piafrmcdc	4/11/2025	Add Annual Designated Agent training in accordance with Confidential Information Protection and Statistical Efficiency Act (CIPSEA). Furthermore, every user must sign an annual Non-disclosure Affidavit. Remove from PIA 21.
PIA - 1	Data Feed Service, piafrmcdc	4/21/2025	Please include all PII. For instance, data of birth is mentioned in the PTA but not here.
PIA - 4	Data Feed Service, piafrmcdc	4/21/2025	Please include the purpose of the business partner/contractor PII as well.
PIA - 8A	Data Feed Service, piafrmcdc	4/21/2025	DOB is not a direct identifier as it does not uniquely identify a specific individual.
PIA - 16	Data Feed Service, piafrmcdc	4/21/2025	Describe the process for integrity, availability, and accuracy.
PIA - 16	BLAND, CRYSTAL	5/8/2025	On next iteration of the PIA, please remove the bullets as they're not 508 compliance.
PIA - 1	BLAND, CRYSTAL	5/8/2025	Per CDC Email's: The ATO dates for NHCS:

ATO Date: 6/3/2022

ATO Expiration Date: 6/2/2025

PIA - 1	BLAND, CRYSTAL	5/15/2025	Per CDC's email about the broken URLs: https://npals-dcw.cdc.gov : This website is no longer in use. https://nsfg.rti.org/ : This URL needs to be updated to https://nsfg.cdc.gov/ .
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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:	5/22/2025 8:01 PM	History Log:	View History Log
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