


General Information			
PTA / PIA Name:	HRSA - DCP - QTR2 - 2025 - HRSA1445977	PTA / PIA ID:	3924309
Component Name:	HRSA - Data Collection Platform	ATO Boundary Name:	Data Collections Platform as a Service
Overall Status:	Complete 	# of Days - Open:	249
Submitter:		Submit Date:	12/18/2025
Next Assessment Date:	03/05/2029	Expiration Date:	3/5/2029
Office:		OpDiv:	HRSA
Security Categorization:	Moderate		
Make PIA available to Public?:	No	PIA Required:	Yes
General 01:	Identify the Enterprise Performance Lifecycle Phase of the system.		Operations and Maintenance
General 02:	Is this a FISMA-Reportable system?		Yes
General 03:	Does the system have or is it covered by a Security Authorization to Operate (ATO)?		Yes
General 04:	ATO Date or Planned ATO Date.		7/29/2024
General 05:	Is the system or electronic information collection, agency or contractor operated?		Contractor
History Log:	View History Log		

Privacy Threshold Analysis			
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PTA 01:	Point of Contact (POC) Name		Ernest Boakye
PTA 01A:	POC Title and Organization		OIT
PTA 01B:	POC Email Address		eboakye@hrsa.gov
PTA 01C:	POC Phone Number		3014430413
PTA 02:	Indicate the following reason(s) for this PTA. Choose from the following options.		PIA Validation (PIA Refresh)
PTA 02A:	Describe in further detail any changes to the system that have occurred since the last PIA.		None
PTA 03:	Is the data contained in the system owned by the agency or contractor?		Agency

PTA 04:	Please give a brief overview of the purpose of the system by describing what the functions of the system are and how the system carries out those functions in support of HHS.	Data Collection Platform as a Service (DCPaaS) is utilized by Federal Office of Rural Health Policy / Office for the Advancement of Telehealth (FORHP / OAT) for collecting post-award performance reporting requirements and aids in conducting in-depth analysis of program grant allocation, use and effectiveness. We are building a transformative, scalable and low-code solution utilizing the integrated customer relationship management platform, Salesforce to manage data collection across multiple programs.
PTA 05:	List and/or describe all the types of information that are collected, maintained, and/or shared by the system regardless of whether that information is PII and how long that information is stored.	<p>First and Last Name is collected to identify the Grantee Email is collected to communicate with Grantee.</p> <p>Username is collected to allow Grantee and PO to access the data collection portal.</p> <p>Organization information (grantee name, address) is collected for the purpose of the FORHP/OAT tracking of Grantees that are receiving grants.</p> <p>Performance Reporting Tracking Number is collected in conjunction with the Grant number to identify the specific performance report for a particular organization.</p> <p>Performance Metrics as collected per program as per OMB guidelines.</p> <p>PII Includes: Taxpayer ID Number (TIN), Employee ID, Phone Number (Business),</p> <p>Other: Performance Tracking Number, Grant Number.</p>
PTA 05A:	Are user credentials used to access the system?	Yes, but the user credentials are maintained in a separate system (e.g., AD, AMS) and not collected or maintained by this system.
PTA 05C:	Please identify the system that maintains the user credentials or controls access to this system.	HRSA Okta and Login.gov
PTA 06:	Describe why each type of information is collected, maintained, and/or shared by the system. Specify what information is collected about each category of individual.	Grantees and PO (Project officer) last and first name, email address, phone number, or organization name that is collected or accessed is minimal information needed to keep track of Grantees who have to fill a performance report.
PTA 07:	Does the system collect, maintain, use, or share PII?	Yes
PTA 08:	Does the system include a website or online application?	Yes
PTA 08A:	Provide the URL(s).	https://hrsa-dcpaas.my.salesforce.com
PTA 08B:	Are any of the website or online applications accessible by the public (including publicly accessible log in pages)?	Yes
PTA 09:	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.	The purpose of the website to provide Grantees the ability to submit their deliverables and for Project Officer to review the submitted deliverables. Users access the website via HRSA Okta for organizational users and login.gov for non-organizational users.
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 12:	Does the website use web measurement and customization technology?	No
PTA 13:	Does the website have any information or pages directed at children under the age of thirteen?	No
PTA 14:	Does the system have a mobile application?	No
PTA 20:	Are any third-party websites or applications (TPWA) associated with the system?	No
PTA 21:	Does this system use artificial intelligence (AI) tools or technologies?	No

Privacy Impact Assessment

Privacy Impact Assessment		
PIA 22:	Indicate the type(s) of personally identifiable information (PII) that the system will collect, maintain, or share.	Identifying Numbers Taxpayer ID Number (TIN) Employee ID Number Biographical Information Name User Credentials Contact Information Email Address (Personal) Phone Numbers (Personal) Email Address (Business) Phone Numbers (Business) Other Other
PIA 22A:	Identify the “other” type(s) of personally identifiable information (PII) not mentioned in the above list.	Performance tracking number, and grant number.
PIA 23:	Indicate the categories of individuals about whom PII is collected, maintained, or shared.	Employees/HHS Direct Contractors Grantees
PIA 24:	Indicate the approximate number of individuals whose PII is maintained in the system.	500 – 4,999
PIA 25:	For what primary purpose is the PII used?	To identify Grantees so they can log in and submit performance reports as required by the Government Performance and Review Act (1993). To identify Program Owners so they can log in, review, and approve performance reports.
PIA 26:	Describe any secondary uses for which the PII will be used (e.g., testing, training, or research).	Collected PII may be used for trend analysis to determine training needs and identifying gaps to improve systems or services provided
PIA 27:	Describe the function of the SSN, Truncated SSN, and/or Taxpayer ID. If the Taxpayer IDs collected are only for businesses include that in your response.	The Taxpayer IDs collected are to identify grantee organization.
PIA 27A:	Cite the legal authority to use the SSN, Truncated SSN, and/or Taxpayer ID. If the Taxpayer IDs collected are only for businesses, you may respond N/A.	N/A

PIA 28:	Identify legal authorities, governing information use and disclosure specific to the system and program.	5 USC 301, Departmental Regulations.
PIA 29:	Are records in the system retrieved by one or more PII data elements?	Yes
PIA 29A:	Please specify which PII data elements are used to retrieve records.	Email, First name and Last Name. TIN
PIA 29B:	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.	N/A
PIA 30:	Identify the sources of PII in the system.	Directly from an individual about whom the information pertains Online
PIA 31:	Is there an Office of Management and Budget (OMB) information collection approval number?	Yes
PIA 31A:	Provide the information collection approval number(s) and expiration date(s).	0915-0322 // exp date - 04/30/2026 0906-0044 // exp date - 08/31/2027 0906-0009 // exp date - 01/31/2028 0915-0386 // exp date - 07/31/2026 0915-0384 // exp date - 04/30/2026 0915-0387 // exp date - 08/31/2027 0906-0010 // exp date - 03/31/2027 0915-0292 // exp date - 12/31/2027 0915-0361 // exp date - 09/30/2028 0906-0043 // exp date - 02/28/2026 0915-0311 // exp date - 08/31/2026 0906-0024 // exp date - 08/31/2026
PIA 32:	Is the PII in the system shared directly with other organizations outside the system's Operating Division?	No
PIA 33:	Is the submission of PII by individuals voluntary or mandatory as defined in the Privacy Act?	Voluntary
PIA 34:	Describe the method in place to notify and obtain consent from individuals whose PII will be collected. If no prior notice is given or consent cannot be obtained, explain why.	There is no option to opt out of providing name, mailing address, and email to use DCP. These are required elements for authentication and communication with the DCP system for the performance report process.
PIA 35:	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). If they cannot be notified or have their consent obtained, explain why.	The system notifies the user that they are accessing a federal system each time they attempt to access the system. When the system implements changes that enhances functionality, PII is not affected. Any PII related changes are discussed and/or approved with the system owner. Notification of those changes are sent via email to all system users.
PIA 36:	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.	The PII collected is provided by the user for identification and communication within the DCP system. At no point is DCP obtaining individual PII without the person's knowledge. DCP does not share PII with any external systems. Users can update any inaccurate PII within the DCP system.

PIA 37:	Describe the process in place for periodic reviews of the system to ensure the integrity, availability, accuracy, and relevancy of the PII in the system. Please address each element in your response. If no processes are in place, explain why not.	No periodic review is in place for the collection of the PII since the accuracy, availability, and relevancy of the PII is not necessary for the function of the system. Users can update their PII if any changes are necessary.
PIA 38:	Identify who will have access to the PII in the system.	Users Administrators
PIA 39:	Provide the reason why each of the groups identified in 38 needs access to PII.	Users have access to their own provided PII as it's necessary for identification and communication within the system for each user. Administrators have access to PII as is necessary to maintain and administer the DCP system.
PIA 40:	Describe the administrative procedures in place to determine which system users (administrators, developers, contractors, etc.) may access PII.	DGPS (Division for Grant Performance Systems) provides approval for administrative access to the DCP system. Administrators are organizational users who are required to complete a HRSA background investigation as part of the HRSA onboarding process. DGPS reviews administrator accounts on a quarterly basis.
PIA 41:	Describe the technical methods in place to allow those with access to PII to access only the minimum amount of information necessary to perform their job.	This PII (name, email address, phone number, or organization name) that is collected or accessed is minimal information needed to individually identify system users. DCP is a role-based system and users only have access to the PII necessary to perform their job.
PIA 42:	Identify the general security and privacy awareness training provided to system users (system owners, managers, operators, contractors and/or program managers) to make them aware of their responsibilities for protecting the information being collected and maintained.	DCP administrators and organizational users are required to complete the annual HRSA Security & Privacy Awareness training. Failure to complete the training will result in revocation of an organizational users active directory (AD) account. No training is provided to the non-organizational users.
PIA 43:	Describe the training system users receive above and beyond general security and privacy awareness training.	No additional training conducted.
PIA 44:	Describe the process and guidelines in place for 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 until an RCS (Record Control Schedule) schedule is determined. HRSA follows the guidelines of GRS 6.56 Public Customer Service Records.
PIA 45:	Describe how the PII will be secured in the system using administrative, technical, and physical controls. Please address each element in your response.	DCP is a software-as-a-service (SaaS) solution. PII and all data are stored in the Salesforce SaaS product, and Salesforce implements the physical and technical security to their servers which is required of the FedRAMP vendor. Administrative security is performed by the implementation of role based access. Users are configured by RBAC (Role Based Access Control) to only have access to the PII necessary for their job.

Review and Comments

OpDiv Privacy Analyst Review

Privacy Analyst Review Decision:	Approved	Privacy Analyst Review Date:	2/26/2026
Privacy Analyst Review Comments:	Rejecting to expiration dates can be added to OMB numbers.	# of Days - PA Review:	70

SOP Review

SOP Review Decision:	Approved	SOP Review Date:	3/2/2026
SOP Review Comments:		# of Days - SOP Review:	4

Agency Privacy Analyst Review

Agency Privacy Analyst Review Decision:	Approved	Agency Privacy Analyst Review Date:	3/3/2026
Agency Privacy Analyst Review Comments:	<p>Reviewer: Crystal Bland</p> <p>3/3/2026 All comments have been address, This PIA is ready for SAOP review and approval.</p> <p>Reviewer: Nestor Villafuerte</p> <p>12/10/2025 Please see comments and update accordingly:</p> <p>PTA-5: Per PIA-22 please include the following PII in your response "Taxpayer ID Number (TIN), Employee ID, Phone Number (Business), Other: Performance Tracking Number, Grant Number."</p> <p>PIA-22: Per PTA-5, please list the following PII elements Email (Business), phone number(Business) and mailing address (Business) should be selected as PTA-5 has this labeled as organization information rather than selected it as Personal; "Other: Performance tracking number, and grant number."</p>	# of Days - APA Review:	1

SAOP Review

SAOP Review Decision:	Approved	SAOP Review Date:	3/6/2026
SAOP Review Comments:		# of Days - SAOP Review:	3

SAOP Signature

Date	User	Type	Name	Original Value	New Value
3/6/2026 1:36 PM	BAUR, VANESSA	Signature	SAOP (Email PIN)		Content Signed

Supporting Document(s)

Name	Size	Type	Upload Date	Downloads
No Records Found				

Comments

Question Name	Submitter	Date	Comment	Attachment
PIA 31A	Data Feed Service, pta_pia_HSRSA_Release	10/20/2025	Received confirmation on expired OMB numbers and have updated the list to reflect the new OMB dates, and have removed the OMB numbers no longer needed or required.	
PTA 05	VILLAFUERTE, NESTOR	10/21/2025	Per PIA 22, please include TIN as one of the PII elements collected in your response.	
PTA 05	BLAND, CRYSTAL	12/10/2025	Per PIA-22 please include the following PII in your response "Taxpayer ID Number (TIN), Employee ID, Phone Number (Business), Other: Performance Tracking Number, Grant Number."	
PIA 22	BLAND, CRYSTAL	12/10/2025	Per PTA-5, please list the following PII elements Email (Business), phone number(Business) and mailing address (Business) should be selected as PTA-5 has this labeled as organization information rather than selected it as Personal; "Other: Performance tracking number, and grant number."	