

US Department of Health and Human Services

Third Party Websites and Applications Privacy Impact Assessment

Date Signed:

February 11, 2025

OPDIV:

OS

Name:

ODPHP - Alchemer HP2030 Champions

TPWA Unique Identifier:

T-9915439-288270

Is this a new TPWA?

Yes

Will the use of a third-party Website or application create a new or modify an existing HHS/OPDIV System of Records Notice (SORN) under the Privacy Act?

No

If SORN is not yet published, identify plans to put one in place.

N/A

Will the use of a third-party Website or application create an information collection subject to OMB clearance under the Paperwork Reduction Act (PRA)?

Yes

Indicate the OMB approval number and approval number expiration date (or describe the plans to obtain OMB clearance).

OMB Approval 0990-0281

Indicate the OMB approval number expiration date (or describe the plans to obtain OMB clearance).

Expiration Date: 10/31/24 12:00 AM

Describe the plans to obtain OMB clearance.

Explanation: N/A

Does the third-party Website or application contain Federal Records?

Yes

Describe the specific purpose for the OPDIV use of the third-party Website or application:

The purpose for using the Alchemer TPWA is to create a mechanism for organizations to apply to become Healthy People 2030 (HP2030) Champions. The Office of Disease Prevention and Health Promotion (ODPHP) would like to capture user feedback directly into the Alchemer system for applicant tracking.

Have the third-party privacy policies been reviewed to evaluate any risks and to determine whether the Website or application is appropriate for OPDIV use?

Yes

Describe alternative means by which the public can obtain comparable information or services if they choose not to use the third-party Website or application:

An email will be made available for sending the same information in.

Does the third-party Website or application have appropriate branding to distinguish the OPDIV activities from those of nongovernmental actors?

Yes

How does the public navigate to the third party Website or application from the OPDIV?

Other... It is embedded in the Drupal site as a web form that will POST data back to the Alchemer server. The public does not actually view or interact with the Alchemer app.

Please describe how the public navigate to the thirdparty website or application:

N/A - they will not. Data gets sent from Drupal to the Alchemer instance.

If the public navigate to the third-party website or application via an external hyperlink, is there an alert to notify the public that they are being directed to anongovernmental Website?

Yes

Has the OPDIV Privacy Policy been updated to describe the use of a third-party Website or application?

Yes

Provide a hyperlink to the OPDIV Privacy Policy:

<https://www.hhs.gov/web/policies-and-standards/hhs-web-policies/privacy/index.html#Third-Party->

Is an OPDIV Privacy Notice posted on the third-part website or application?

No

Is PII collected by the OPDIV from the third-party Website or application?

Yes

Will the third-party Website or application make PII available to the OPDIV?

Yes

Describe the PII that will be collected by the OPDIV from the third-party Website or application and/or the PII which the public could make available to the OPDIV through the use of the third-party Website or application and the intended or expected use of the PII:

Organization name, type, location, website, how the organization connects to HP2030 goals, and applicant's contact information (e.g., name, email, phone number, address) for applicant outreach and processing.

Describe the type of PII from the third-party Website or application that will be shared, with whom the PII will be shared, and the purpose of the information sharing:

Applicant's contact information, name, email, phone number, address, organization name, type, location, will be shared with ODPHP to assess whether an organization meets the criteria to be an HP2030 Champion. The PII is not shared outside of ODPHP.

If PII is shared, how are the risks of sharing PII mitigated?

The PII will be encrypted in transit, and will only be sent to those individuals requiring access to the

Will the PII from the third-party website or application be maintained by the OPDIV?

Yes

Describe how PII that is used or maintained will be secured:

How Alchemer protects data is outlined in the "What kind of information Alchemer collects" section of their Privacy Policy (<https://www.alchemer.com/privacy/>). ODPHP will also be responsible for

security, such as configuring security controls, role permissions, and maintaining secure connections to the application.

What other privacy risks exist and how will they be mitigated?

Breach of access. Alchemer has a formal Incident Response Plan that guides the Cyber Security Incident Response Team in investigating, managing, communicating, and resolving incidents. ODPHP also has their own breach remediation plan to handle any breaches of PII.