

DATE: May 1, 2009

TO: Mary Anne Bright, Associate Director
Office of Communications and Education, OPIRM, NCI

FROM: NIH Privacy Act Officer

SUBJECT: Applicability of the Privacy Act: Cancer Information Service (CIS)

I have reviewed the NCI submission to OMB requesting approval for the revision to “NCI Cancer Information Service (CIS) on Demographic and Smoking/Tobacco Use” (OMB No. 0925-0208) and have determined that the Privacy Act will apply to this data collection.

Although the proposed methodologies will require the collection of personal information, data will not be retrieved by personal identifiers except when information is to be sent or clients have agreed to smoking cessation call backs. In these cases, personally identifiable information will be collected and retrieved by name, mailing address, e-mail address, and/or telephone number. Raw data from data collections that include personal information will not be retained once the data have been aggregated.

Three data collection efforts will be conducted: (1) a survey of a sample of CIS Telephone Clients; (2) a survey of a sample of Quitline Smoking Cessation Clients; and (3) a survey of a sample of LiveHelp Clients. The evaluation results will help CIS improve its program, products, and services.

The data collection is covered by NIH Privacy Act Systems of Record 09-25-0156, “Records of Participants in Programs and Respondents in Surveys Used to Evaluate Programs of the Public Health Service, HHS/PHS/NIH/OD”.

If you have any questions, please contact my office at (301) 496-2832.

Karen M. Plá

Attachment