Attachment 5b

Privacy Impact Assessment Approval: Research Support Services (RSS)

часу ворь се культенене Аручин. ПРозими.

di inserii.

		Pri	vacy Im	pact Ass	sessm	ent Form
						v 1.45
	Status Draft	Form Numbe	r F-13629	Form Date		
	Question	or a cesselle	vices subtractions	Answer		
1	OPDIV:	cî ja paş o. b	CDC			
2	PIA Unique Identifier:		P-9482431-05842	21		
2a	Name:		Pulse			
2	The subject of this DIA is which of the fall	offgg	C Majo	eral Support System (Gor Application or Application or Application (stand-a		
3	The subject of this PIA is which of the foll	owing?		or Application (child) cronic Information Coll nown	lection	eric teraj siri siri siri siri siri siri siri sir
3a	Identify the Enterprise Performance Lifector of the system.	ycle Phase	Implementation	777 18 2 2 2 2 2 2		Mary Service
3b	Is this a FISMA-Reportable system?	orvis Alles	n collaboration	Yes No	·	
4	Does the system include a Website or on application available to and for the use o public?		e respective	○ Yes	4 A	
5	Identify the operator.	21900	agte grand (1) All forms grand (1) All and an annual control (1)	AgencyContractor		
6	Point of Contact (POC):	zł nace	POC Title POC Name POC Organization POC Email POC Phone	IT Specialist William Dolan NCHHSTP/OD ixi4@cdc.gov 404.639.6233	3/4 37 1 3PE 3	
7	Is this a new or existing system?		r gridina []	NewExisting		
8	Does the system have Security Authoriza	tion (SA)?		○ Yes	nik dir haw de g	res — Sie — ()
8b	Planned Date of Security Authorization		Ju	lly 15, 2015	e	

Save

		The individuals' date of birth a	nd HIV status will be requested
12	Describe the type of information the system will collect, maintain (store), or share. (Subsequent questions will identify if this information is PII and ask about the specific data elements.)	individual is eligible, then their number will be collected so th person interview with the individata will be stored in paper for as part of the data sent for ana A Rules of Behavior (ROB) has be ensure the proper handling of storage, and destruction. This individual with access to the P Destruction Record has also be number assigned to the PII record	rer it will not be recorded. If the r name, email, and phone e researchers can schedule an in vidual. The contact information rm only and will not be included lysis. Deen created specifically to the PII during collection, ROB must be signed by each II. A separate PII Collection and
13	Provide an overview of the system and describe the information it will collect, maintain (store), or share, either permanently or temporarily.	There are four goals to the pro 1. Understand issues surround 2. Learn more about how gay of	ing HIV risk for MSM
14	Does the system collect, maintain, use or share PII ?	C No.	
	Indicate the type of PII that the system will collect or maintain.	☐ Social Security Number ☐ Name ☐ Driver's License Number ☐ Mother's Maiden Name ☐ E-Mail Address ☐ Phone Numbers ☐ Medical Notes ☐ Certificates ☐ Education Records ☐ Military Status ☐ Foreign Activities ☐ Taxpayer ID	Date of Birth Photographic Identifiers Biometric Identifiers Vehicle Identifiers Mailing Address Medical Records Number Financial Account Info Legal Documents Device Identifiers Employment Status Passport Number
	Indicate the categories of individuals about whom PII is collected, maintained or shared.	☐ Employees ☐ Public Citizens ☐ Business Partners/Contacts ☐ Vendors/Suppliers/Contract ☐ Patients	s (Federal, state, local agencies) ctors

-				
•	2		1	
.)	а	v	c	

17	How many individuals' PII is in the system?	100-499		
18	For what primary purpose is the PII used?	To determine eligibility and schedule interviews	()	
19	Describe the secondary uses for which the PII will be used (e.g. testing, training or research)	None		
20	Describe the function of the SSN.	N/A Street Home Street		
20a	Cite the legal authority to use the SSN.	N/A Substitution of the su		
21	Identify legal authorities governing information use and disclosure specific to the system and program.	Public Health Service Act		
22	Are records on the system retrieved by one or more PII data elements?	C Yes No video at the second of the second		
	Lorent reducer for the ending each 200 up	Published:		
	Identify the number and title of the Privacy Act System of Records Notice (SORN) that is being used	Published:	ll x	
22a	to cover the system or identify if a SORN is being	Published:		
	developed.	☐ In Progress		
		SANCE IN SUCCESSION OF SUCCESS		
		Directly from an individual about whom the information pertains		
		⊠ In-Person	11.5	
		Hard Copy: Mail/Fax		
		Email		
		Online Other	1915	
		Government Sources		
		□ Within the OPDIV		
	Identify the sources of PII in the system.	Other HHS OPDIV	. 1	
23		State/Local/Tribal		
		Foreign	III.	
		Other Federal Entities		
		Other	Light.	
	Section of Experiors conty and will may be	Non-Government Sources		
		Members of the Public	•	
		Commercial Data Broker		
		Public Media/Internet	randa kasasa	
		Private Sector	20112	
		Other		
23a	Identify the OMB information collection approval number and expiration date.	OMB ICR pending approval		
24	Is the DII shared with other experimentations?			
24	Is the PII shared with other organizations?	⊚ No		

	8.02			Save
		☐ Within HHS	miedayz sust or actif in the child online a	o word st
24a	Identify with whom the PII is shared or disclosed and for what purpose.	Other Federal Agency/Agencies State or Local Agency/Agencies Private Sector		3 (Sept.)
24b	Describe any agreements in place that authorizes the information sharing or disclosure (e.g. Computer Matching Agreement, Memorandum of Understanding (MOU), or Information Sharing Agreement (ISA)).	A30	in an an amanas kepel	
24c	Describe the procedures for accounting for disclosures	ed nooth silden be unoten	o'n gain oog selihadus lagai as meter advorceage weed	einaea Sin kara
25	Describe the process in place to notify individuals that their personal information will be collected. If no prior notice is given, explain the reason.	see if they qualify for the stud recorded. If they qualify, the r	esearcher will ask for their name, rder to set up an interview with	estatic estatic
26	Is the submission of PII by individuals voluntary or mandatory?		untary	avau es (Cava)
27	Describe the method for individuals to opt-out of the collection or use of their PII. If there is no option to object to the information collection, provide a reason.	Individuals can decide not to by declining to do so.	provide their contact information	x -
28	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.	The PII will be collected in Pagused to contact the participat interview. There will be no "m		
29	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	are provisions in the form with	uring the recruitment of any ual signs the consent form, there contact name and information	granuta 85

any concerns.

The PII will be collected in Paper form only and will only be

used to contact the participating individuals to set up their

interview. The interviewers will be able to tell if the information

has changed if they are unable to reach the individual with any of the contact information provided.

why not.

30

Describe the process in place for periodic reviews of

PII contained in the system to ensure the data's

processes are in place, explain why not.

integrity, availability, accuracy and relevancy. If no

Save

	ตับใช้ปีชี Mus been croam "a - 1 cards แกล้าน hy sad to co sign has คือ คือ - ค.ค.ค.ค.	Users		
8	to require metrs for cultarinar such and and appropriate specific programmes appropriate specific specific specific specific programmes and appropriate specific spec	Administrators	es en actividad de la composição de la c	esiteve († 1 Bense
31	Identify who will have access to the PII in the system and the reason why they require access.	☐ Developers		
	også kunder å balatse som zilbelle sem medere de som bler i lide semida och medbyldela e dett sam i del 11 edem i traded vid sil		to contact the participating individuals to set up their interview.	
	y to a man to go the lot be to et viso it by the of the company and end to the	Others	Countrion girlings afrom a dead	da va seje s Bi
32	Describe the procedures in place to determine which system users (administrators, developers, contractors, etc.) may access PII.	performing the inter these individuals will ROB and use the acco	ory Researchers who are scheduling and views will have access to the PII. Each of le required to read and sign the Pulse ompanying PII Collection and Destruction ividuals will have access.	
33	Describe the methods in place to allow those with access to PII to only access the minimum amount of information necessary to perform their job.	required to read and accompanying PII Co will be collected in Pa	archers with access to the PII will be sign the Pulse ROB and use the ellection and Destruction Record. The PII aper form only and will only be used to ting individuals to set up their interview.	
34	Identify training and awareness provided to personnel (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 users complete the CDC Annual Security Awareness Training.		
- E .		FISMA-compliant, Fe	research personnel annually complete the deral information system security rovided online by Department of Defense l/eta/iss_icv5/.	
35	Describe training system users receive (above and beyond general security and privacy awareness training).	utilize the same proc consistently followin exhaustively, keep th protect personally id continue during the	ill focus on ensuring that all interviewers edures, administer the instrument g a standardized protocol, probe thread of the conversation focused, and entifiable information (PII). Training will field period for quality assurance both roup sessions as needed.	
		activities have compl Initiative (CITI) trainir The Researchers with	etively involved in research gathering leted Collaborative Institutional Training ag.	manus s
		Collection and Destri		11
36	Do contracts include Federal Acquisition Regulation 36 and other appropriate clauses ensuring adherence to privacy provisions and practices? O No			

C	2	V	0
J	а	V	C

Describe the process and guidelines in place with regard to the retention and destruction of PII. Cite specific records retention schedules. A Rules of Behavior (ROB) has been created and each Researcher is required to read and sign the ROB. The ROB destruction of the paper PII. The PII will be retained only for as of destruction of the paper PII. The PII will be retained only for as opportunity of the paper PII. The PII will be retained only for as opportunity of the paper PII. The PII will be specific requirements for collection, storage, and destruction of the paper PII. The PII will be paper PII. The PII will be specific requirements for schedule and conduct the intervients approximately 30 days to a maximum of 4 months. PII is kept in paper form only and is not entered as part of any system data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. PII is transported in the system using administrative, technical, and physical controls. PII is kept in paper form only and is not entered as part of any system data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. PII is transported in the system data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. PII is transported in the system data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. PII is transported in the system data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. PII is transported in the system data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. PII is transported in the system data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. PII is transported in the end of the data or when the end of the end or when the end of the end or when t						
System data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. Pll is transported in locked briefcases. Pll will only be used to set up initial and any follow-on interviews. The Researchers with access to the Pll will be secured in the system using administrative, technical, and physical controls. REVIEWER QUESTIONS: The following section contains Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Questions Reviewer Reviewer Questions on the PIA answered correctly, accurately, and completely? Reviewer Reviewer Reviewer Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Reviewer Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Reviewer Reviewer Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Reviewer Reviewer Reviewer Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Reviewer Reviewer Reviewer Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Reviewer Reviewer Reviewer Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Reviewer Reviewer Reviewer Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Reviewer Reviewer Reviewer Questions which are not to be filled out unless the user is an OPD Senior Officer for Privacy. Reviewer Revie	37 regard	to the retention and destruction of PII. Cite	Researcher is required to read and sign the ROE details the specific requirements for collection, destruction of the paper PII. The PII will be retailing as it takes to schedule and conduct the integral of the paper PII.	3. The ROB storage, and ined only for as terviews,		
Reviewer Questions Answer 1 Are the questions on the PIA answered correctly, accurately, and completely? Poes No Reviewer Notes 2 Does the PIA appropriately communicate the purpose of PII in the system and is the purpose yiustified by appropriate legal authorities? Notes 3 Do system owners demonstrate appropriate understanding of the impact of the PII in the system and provide sufficient oversight to employees and contractors? No Reviewer Notes 4 Does the PIA appropriately describe the PII quality and integrity of the data? Yes Notes S Is this a candidate for PII minimization? Pyes Notes S No Reviewer Notes	Describe, briefly but with specificity, how the PII will be secured in the system using administrative, technical, and physical controls. system data. Paper is locked up in cabinets, desks, or offices, at the end of the day or when not in use. PII is transported in locked briefcases. PII will only be used to set up initial and any follow-on interviews. The Researchers with access to the PII will be required to read and sign the Pulse ROB and use the accompanying PII Collection and Destruction Record. Encrypted devices and methods for transport and transmission					
Are the questions on the PIA answered correctly, accurately, and completely? No	REVIEWER			unless the user is an OPDIV		
Reviewer Notes Does the PIA appropriately communicate the purpose of PII in the system and is the purpose of No Reviewer Notes Does the PIA appropriately communicate the purpose of PII in the system and is the purpose of No Reviewer Notes Do system owners demonstrate appropriate understanding of the impact of the PII in the system and provide sufficient oversight to employees and contractors? No Reviewer Notes Does the PIA appropriately describe the PII quality and integrity of the data? Yes No Reviewer Notes S Is this a candidate for PII minimization? C Yes No Reviewer Notes		Reviewer	Questions	Answer		
Reviewer Notes 2 Does the PIA appropriately communicate the purpose of PII in the system and is the purpose i yustified by appropriate legal authorities? Notes 3 Do system owners demonstrate appropriate understanding of the impact of the PII in the system and provide sufficient oversight to employees and contractors? Notes 4 Does the PIA appropriately describe the PII quality and integrity of the data? Notes 5 Is this a candidate for PII minimization? Reviewer Notes Notes	_	○ Yes				
Notes Does the PIA appropriately communicate the purpose of PII in the system and is the purpose in the purpose of Notes Reviewer Notes Do system owners demonstrate appropriate understanding of the impact of the PII in the system and provide sufficient oversight to employees and contractors? Notes Does the PIA appropriately describe the PII quality and integrity of the data? Notes Serviewer Notes Is this a candidate for PII minimization? Notes Notes	1	○ No				
Justified by appropriate legal authorities? Reviewer Notes Do system owners demonstrate appropriate understanding of the impact of the PII in the system and provide sufficient oversight to employees and contractors? No Reviewer Notes Does the PIA appropriately describe the PII quality and integrity of the data? No Reviewer Notes S Is this a candidate for PII minimization? C Yes No No Reviewer Notes			bas bassados presidentes	r abd rdl galaria y mad er r abd rdl galaria y		
Notes Do system owners demonstrate appropriate understanding of the impact of the PII in the system and provide sufficient oversight to employees and contractors? Notes Does the PIA appropriately describe the PII quality and integrity of the data? Notes Statis a candidate for PII minimization? Notes Reviewer Notes Notes			ourpose of PII in the system and is the purpose			
system and provide sufficient oversight to employees and contractors? Reviewer Notes		geness. In teaming part of anim, belowing g where with	rinerie , etarego, ez a esal Neddinak			
Reviewer Notes 4 Does the PIA appropriately describe the PII quality and integrity of the data? Reviewer Notes 5 Is this a candidate for PII minimization? Reviewer Notes O Yes O No	3					
4 Does the PIA appropriately describe the PII quality and integrity of the data? Reviewer Notes 5 Is this a candidate for PII minimization? Reviewer Notes		warrances amunismente mountains who a fundardized prolocost, probe a tire thread of the convenzation to used, and	Caristanty Editor			
Notes Solution Solution Solution Solution Notes Notes Notes	4	Does the PIA appropriately describe the PII qua	ality and integrity of the data?			
S Is this a candidate for PII minimization? Reviewer Notes		s scrively involved to research gastisaning	A. Jesan racer			
Reviewer Notes	5 Is this a candidate for PII minimization?					
		TUP and use the occupanying PR	ation protongs com-			
Does the PIA accurately identify data retention procedures and records retention schedules?		Does the PIA accurately identify data retention	procedures and records retention schedules?	○ Yes ○ No		
Reviewer Notes						

-		
•	21	10
_)	a	VC

Reviewer Questions Answer					
7	○ Yes				
	7 Are the individuals whose PII is in the system provided appropriate participation?				
Reviewer Notes					
710163		○ Yes			
8	Does the PIA raise any concerns about the security of the PII?	O No			
Reviewer Notes					
9	Is applicability of the Privacy Act captured correctly and is a SORN published or does it need	○ Yes			
	to be?	○ No			
Reviewer Notes					
10	Is the PII appropriately limited for use internally and with third parties?	○ Yes			
10	is the Fil appropriately limited for use internally and with third parties:	○ No			
Reviewer Notes					
O Yes					
11	Does the PIA demonstrate compliance with all Web privacy requirements?	○ No			
Reviewer Notes					
12	We want to the section because of the completion of this DIA?	○ Yes			
12	Were any changes made to the system because of the completion of this PIA?	O No			
Reviewer Notes					
General Comments					
OPDIV Senior Official for Privacy Signature Beverly E.					

	Dues the PIA grow way, concern up board from a curry Alberta PIV	
	La reconstitue de la companya de la	
	Vectorary of unjustimate to the system because of the completion of this Place.	
4		

OCISO Template Date: May 6, 2014

Authorization to Operate (ATO)

Date: 8/4/2015 System name: Pulse System acronym: Pulse	
System Business Steward:	
I verify that the system speci	fied meets all requirements for operation.
Line	Digitally signed by Linda J. Koenig -S DN: c=US, o=U.S. Government, ou=HHS, ou=CDC, ou=People, 0.9.2342.19200300.100.1.1=1000755055, ou=Feople, 0.9.2342.19200.100.100.100.100.100.100.100.100.100.
System	n Business Steward Signature and Date
Certification Agent:	
I certify that the system spec	ified meets all security requirements and recommend:
2. Der	horization to operate until 8/23/2018 nial of operation authorization (if denied, see below for further ments).
Ra	ph Vaughn -S Digitally signed by Ralph Vaughn -S DN: c=US, o=U.S. Government, ou=HHS, ou=CDC, ou=People, cn=Ralph Vaughn -S, 0.9.2342.19200300.100.1,=1001211120 Date: 2015.08.24 15:37:49 -04'00'
Certif	cation Agent Signature and Date
Comments:	

NUSO Template Date; May 6, 20 14

(OTA) skinse@ of neitherinestrestrest

daen 814/2013 System name: Pulsa System name: Pol

30 E 30 000 0 1 K

Switzer E.M. desp factors

easily that the sessem specified meets all requirements for operation

Linda J. Koenig -8 County and County of the County of the

system Brainers Fre and Samuture and Date

neagh noiseadhrail

con by that the system specified mosts all security requirements and recommend.

[18] Authorization to operation until 8/23/2018
[18] Octial of operation authorization (if denied, se

Raigh Vaughn -S

St. Chas margin to A milerality

nak samatan m

Nethorston: 1 b St av Hams