

Privacy Impact Assessment Form

v 1.47.4

Status

Form Number

Form Date

Question

Answer

1 OPDIV:

2 PIA Unique Identifier:

2a Name:

3 The subject of this PIA is which of the following?

- General Support System (GSS)
 Major Application
 Minor Application (stand-alone)
 Minor Application (child)
 Electronic Information Collection
 Unknown

3a Identify the Enterprise Performance Lifecycle Phase of the system.

3b Is this a FISMA-Reportable system?

- Yes
 No

4 Does the system include a Website or online application available to and for the use of the general public?

- Yes
 No

5 Identify the operator.

- Agency
 Contractor

6 Point of Contact (POC):

POC Title POC Name POC Organization POC Email POC Phone

7 Is this a new or existing system?

- New
 Existing

8 Does the system have Security Authorization (SA)?

- Yes
 No

8b Planned Date of Security Authorization

 Not Applicable

<p>11 Describe the purpose of the system.</p>	<p>Chronic diseases can be prevented by eating well, being physically active, avoiding tobacco and excessive drinking, and also getting regular health screenings. CDC’s National Center for Chronic Disease Prevention and Health Promotion (NCCDPHP) Platform provides a hosting environment for access to data that helps people and communities prevent chronic diseases and promotes health and wellness for all.</p> <p>The NCCDPHP Platform supports:</p> <ol style="list-style-type: none">1) public use data and information;2) tools for program assessments and data analysis;3) data visualizations; and4) administrative tools.	
<p>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.)</p>	<p>The categories of data on the NCCDPHP Platform (NCCD Platform) include data and information dissemination, data collection, administrative, data analysis tools, program assessment, and data visualization supporting chronic disease prevention and health promotion.</p> <p>The types of information contained in the Platform include:</p> <ul style="list-style-type: none">--analyzed datasets--surveillance data--promotional materials--tool and resources--demographics--health indicators--contact information--user credentials (user id, password)--email address--resource code <p>Active Directory (AD) is used for access control/authentication of CDC users. AD is covered by a separate PIA.</p>	

13 Provide an overview of the system and describe the information it will collect, maintain (store), or share, either permanently or temporarily.

NCCDPHP Platform provides a hosting environment for applications that support the mission of the National Center for Chronic Disease Prevention and Health Promotion (NCCDPHP). The data maintained in the NCCD Platform supports the planning, implementation, and evaluation of state and national chronic disease prevention and health promotion initiatives.

- Data maintained on NCCDPHP Platform includes:
- health related risk data (i.e., tobacco or alcohol use, emerging health topics)
 - public use data sets, statistics, and information
 - surveillance, prevalence, and trend data
 - print or digital materials, advertisements, public service announcements, media promotions
 - chronic disease related training material and curriculum
 - contact information for chronic disease related programs
 - scientific citations of CDC publications
 - resources to support chronic disease prevention and health promotion (webinars, model policies, fact sheets, guides, training materials, pamphlets, brochures); public health project descriptions and evaluations
 - surveillance data
 - success stories of positive public health interventions
 - chronic disease related training material and curriculum
 - responses to program assessment questionnaires
 - business contact information (organization name, point of contact name, email, and telephone numbers)
 - demographics of an organization or program (race/ethnic group, age, gender, education level, size and location of organization)

Active Directory (AD) is used for access control/authentication of CDC users. AD is covered by a separate PIA.

14 Does the system collect, maintain, use or share PII?

- Yes
- No

15 Indicate the type of PII that the system will collect or maintain.

<input type="checkbox"/> Social Security Number	<input type="checkbox"/> Date of Birth
<input checked="" type="checkbox"/> Name	<input type="checkbox"/> Photographic Identifiers
<input type="checkbox"/> Driver's License Number	<input type="checkbox"/> Biometric Identifiers
<input type="checkbox"/> Mother's Maiden Name	<input type="checkbox"/> Vehicle Identifiers
<input checked="" type="checkbox"/> E-Mail Address	<input checked="" type="checkbox"/> Mailing Address
<input checked="" type="checkbox"/> Phone Numbers	<input type="checkbox"/> Medical Records Number
<input type="checkbox"/> Medical Notes	<input type="checkbox"/> Financial Account Info
<input type="checkbox"/> Certificates	<input type="checkbox"/> Legal Documents
<input type="checkbox"/> Education Records	<input type="checkbox"/> Device Identifiers
<input type="checkbox"/> Military Status	<input type="checkbox"/> Employment Status
<input type="checkbox"/> Foreign Activities	<input type="checkbox"/> Passport Number
<input type="checkbox"/> Taxpayer ID	
User Name	

16 Indicate the categories of individuals about whom PII is collected, maintained or shared.

Employees

Public Citizens

Business Partners/Contacts (Federal, state, local agencies)

Vendors/Suppliers/Contractors

Patients

Other

17 How many individuals' PII is in the system?

18 For what primary purpose is the PII used?

19 Describe the secondary uses for which the PII will be used (e.g. testing, training or research)

20 Describe the function of the SSN.

20a Cite the **legal authority** to use the SSN.

21 Identify **legal authorities** governing information use and disclosure specific to the system and program.

22 Are records on the system retrieved by one or more PII data elements?

Yes

No

23 Identify the sources of PII in the system.

Directly from an individual about whom the information pertains

- In-Person
- Hard Copy: Mail/Fax
- Email
- Online
- Other

Government Sources

- Within the OPDIV
- Other HHS OPDIV
- State/Local/Tribal
- Foreign
- Other Federal Entities
- Other

Non-Government Sources

- Members of the Public
- Commercial Data Broker
- Public Media/Internet
- Private Sector
- Other

23a Identify the OMB information collection approval number and expiration date.

OMB No. 0920-18AAU (SEALS)
 OMB No. 0920-1090, exp.12/31/2018
 OMB No. 0920-0909, exp. 02/28/2021 (Diabetes Prevention Recognition Program)
 OMB No. 0920-1061, exp. 03/31/2021 (BRFSS)

24 Is the PII shared with other organizations?

Yes
 No

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.

There is no process in place because PII is not directly solicited from individuals. In all cases, the PII has been provided directly by an individual to establish a user account, when a user requests information, or when provided by a CDC partner.

26 Is the submission of PII by individuals voluntary or mandatory?

Voluntary
 Mandatory

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.

An individual takes affirmative action to allow the collection or use of their PII. An individual's PII cannot be collected unless the individual provides the information.

PII from CDC partners is based on a condition of the Notice of Funding Opportunity

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.

Users who provide their email address for access can be contacted via email when major changes occur.

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 why not.	Users can contact CDC directly to resolve any concerns. Each website includes an email address for such contact. The email would be routed to the appropriate program within NCCDPHP to address the concerns.										
30	Describe the process in place for periodic reviews of PII contained in the system to ensure the data's integrity, availability, accuracy and relevancy. If no processes are in place, explain why not.	Since the PII is provided by an individual, no processes are in place to review the PII for integrity, availability, or accuracy. All user accounts are reviewed annually for relevancy.										
31	Identify who will have access to the PII in the system and the reason why they require access.	<table border="1"> <tr> <td data-bbox="727 384 951 510"><input checked="" type="checkbox"/> Users</td> <td data-bbox="951 384 1412 510">external user: account management; internal user (CDC): clarification from external users for data submissions</td> </tr> <tr> <td data-bbox="727 510 951 579"><input type="checkbox"/> Administrators</td> <td data-bbox="951 510 1412 579"></td> </tr> <tr> <td data-bbox="727 579 951 705"><input checked="" type="checkbox"/> Developers</td> <td data-bbox="951 579 1412 705">internal users: for development and troubleshooting; data updates; account management</td> </tr> <tr> <td data-bbox="727 705 951 774"><input type="checkbox"/> Contractors</td> <td data-bbox="951 705 1412 774"></td> </tr> <tr> <td data-bbox="727 774 951 846"><input type="checkbox"/> Others</td> <td data-bbox="951 774 1412 846"></td> </tr> </table>	<input checked="" type="checkbox"/> Users	external user: account management; internal user (CDC): clarification from external users for data submissions	<input type="checkbox"/> Administrators		<input checked="" type="checkbox"/> Developers	internal users: for development and troubleshooting; data updates; account management	<input type="checkbox"/> Contractors		<input type="checkbox"/> Others	
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32	Describe the procedures in place to determine which system users (administrators, developers, contractors, etc.) may access PII.	<p>Users: --Internal Users (CDC): CDC project staff or managers authorize access that is limited to a need-to-know, role-dependent basis for staff assigned to a particular project or program. --External Users: access their own individual information</p> <p>Developers: The program manager is responsible for ensuring that personnel have controlled access only to what is relevant to their specific work on the project. Developers are assigned roles and responsibilities based on their role in a project.</p>										
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.	End user access to PII is granted based on role and function in the workflows, and is granted at the lowest level needed to perform a user's designated role in the workflow.										
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.	CDC staff complete annual IT security and privacy awareness training.										
35	Describe training system users receive (above and beyond general security and privacy awareness training).	None										
36	Do contracts include Federal Acquisition Regulation and other appropriate clauses ensuring adherence to privacy provisions and practices?	<input checked="" type="radio"/> Yes <input type="radio"/> No										

<p>37 Describe the process and guidelines in place with regard to the retention and destruction of PII. Cite specific records retention schedules.</p>	<p>User accounts and associated PII are removed when no longer needed for access. The PII and user accounts are temporary administrative records and not subject to long term records retention.</p> <p>CDC Records Control Schedule 01-01-01d Office Administrative Files</p> <p>User accounts are reviewed annually.</p>	
<p>38 Describe, briefly but with specificity, how the PII will be secured in the system using administrative, technical, and physical controls.</p>	<p>Administrative Controls: Role-based, least privilege, account review, security plan, contingency plan, and training.</p> <p>Technical Controls: Data is encrypted in transit. Data files are backed up. PII data is publically available and does not require additional controls.</p> <p>Physical Controls: Physical controls include ID Badges, Key Cards, and Closed Circuit TV (CCTV). The Platform is in a data center protected by guards, gates, and surveillance at the entry point to the facility. Access to the data center is limited to authorized personnel</p>	

39 Identify the publicly-available URL:

- <https://www.cdc.gov/500Cities/>
- https://nccd.cdc.gov/DPH_ARDI/default/default.aspx
- <https://www.cdc.gov/art/artdata/index.html>
- <https://nccd.cdc.gov/BRFSSStates/>
- <https://nccd.cdc.gov/BRFSSPrevalence/rdPage.aspx>
- <https://nccd.cdc.gov/weat>
- https://nccd.cdc.gov/dcpc_Programs
- https://nccd.cdc.gov/DCPC_SCS
- <http://www.cdc.gov/cdi/>
- <https://nccd.intra.cdc.gov/CDMIS>
- <https://nccd.cdc.gov/CKD/default.aspx>
- <https://nccd.cdc.gov/CORIDOR/>
- https://nccd.cdc.gov/DCH_CHORC/
- <https://nccd.cdc.gov/CCCSearch/Default/Default.aspx>
- <https://nccd.cdc.gov/Toolkit/DiabetesBurden>
- <https://nccd.cdc.gov/Toolkit/DiabetesImpact>
- https://nccd.cdc.gov/DDT_DPRP
- <https://nccd.cdc.gov/GTSS/rdPage.aspx>
- http://nccd.cdc.gov/DPH_Aging
- https://nccd.cdc.gov/DHDSP_DTM
- <https://www.cdc.gov/dhdsps/maps/atlas/index.htm>
- <https://nccd.cdc.gov/MCRC/Index.aspx>
- <https://nccd.cdc.gov/MillionHearts/Estimator/>
- <https://nccd.cdc.gov/MillionHearts/protocol/>
- https://nccd.cdc.gov/DOH_MWF
- <https://nccd.cdc.gov/nccdsuccessstories/default.aspx>
- https://nccd.cdc.gov/dnpao_dtm/rdPage.aspx
- <https://www.cdc.gov/STATESystem/>
- <https://www.cdc.gov/oralhealthdata/>
- <https://nccd.cdc.gov/PECAT/>
- <https://nccd.cdc.gov/PRCResearchProjects>
- https://nccd.cdc.gov/DASH_SHI
- <https://nccd.cdc.gov/SEALS/>
- <https://nccd.cdc.gov/chmc>
- https://nccd.cdc.gov/DDT_VEHSS
- <https://nccd.cdc.gov/visionhealth/>
- https://nccd.cdc.gov/DOH_WFRS/default/Login.aspx
- <https://nccd.cdc.gov/WHRC>
- https://nccd.cdc.gov/DPH_WHSC/HealthScorecard/Home.aspx

40 Does the website have a posted privacy notice? Yes

No

40a Is the privacy policy available in a machine-readable format? Yes

No

41 Does the website use web measurement and customization technology? Yes

No

	Technologies	Collects PII?
41a Select the type of website measurement and customization technologies is in use and if it is used to collect PII. (Select all that apply)	<input type="checkbox"/> Web beacons	<input type="radio"/> Yes <input type="radio"/> No
	<input type="checkbox"/> Web bugs	<input type="radio"/> Yes <input type="radio"/> No
	<input type="checkbox"/> Session Cookies	<input type="radio"/> Yes <input type="radio"/> No
	<input type="checkbox"/> Persistent Cookies	<input type="radio"/> Yes <input type="radio"/> No
	Other... <input type="checkbox"/> Adobe Analytics <input type="checkbox"/> Google Analytics	<input type="radio"/> Yes <input checked="" type="radio"/> No
42 Does the website have any information or pages directed at children under the age of thirteen?		<input type="radio"/> Yes <input checked="" type="radio"/> No
43 Does the website contain links to non- federal government websites external to HHS?		<input checked="" type="radio"/> Yes <input type="radio"/> No
43a Is a disclaimer notice provided to users that follow external links to websites not owned or operated by HHS?		<input checked="" type="radio"/> Yes <input type="radio"/> No

The NCCDPHP Platform is part of a CDC-wide information technology (IT) realignment. This Platform serves as a physical infrastructure that supports applications and services in support of the CDC mission. As a result of the realignment, this tool supports the following child applications/systems, some of which may collect personally identifiable information (PII):

- 500 Cities
- Alcohol Related Disease Impact
- Assisted Reproductive Technology Success Rates
- BRFSS Data Submission
- BRFSS Open Data
- BRFSS Web Enabled Analysis Tool
- Cancer Program Contacts
- Cancer Research Citation Search
- Chronic Disease Indicators
- Chronic Disease Management Information System
- Chronic Kidney Disease Data Dissemination
- Chronic Online Resource Inventory and Database: Organized and Readily Accessible
- Community Health Media Center
- Community Health Online Resource Center
- Comprehensive Cancer Control Plans Search
- Diabetes Burden and Impact Toolkits
- DPRP Application Form and Registry
- Global Tobacco Surveillance System Data
- Healthy Aging Portfolio
- Heart Disease and Stroke Prevention Data Trends and Maps
- Interactive Atlas of Heart Disease and Stroke
- Media Campaign Resource Center
- Million Hearts
- My Waters Fluoride
- NCCDPHP Human Subjects Review Tracking System
- NCCDPHP Success Stories Tool
- Nutrition, Physical Activity and Obesity: Data, Trends and Maps
- Office on Smoking and Health Data
- Oral Health Data
- Physical Education Curriculum Analysis Tool
- Prevention Research Center Research Projects
- School health Index
- Sealant Efficiency Assessment for Locals and States
- Vision and Eye Health Surveillance System (NEW, need signed PIA)
- Vision Health Initiative: Data, Trends, and Maps
- Water Fluoridation Reporting System
- Workplace Health Resource Center
- Worksite Health ScoreCard

General Comments

OPDIV Senior Official
for Privacy Signature