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Privacy Impact Assessment Form

v 1.21

Status | Form Number | Form Date 03/20/19

	Question	Answer
1	OPDIV:	CDC/ONDIEH/NCIPC/DUIP
2	PIA Unique Identifier:	2928
2a	Name:	Drug Overdose Surveillance and Epidemiology (DOSE)
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.	Implementation
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: Business Steward POC Name: Matthew Gladden POC Organization: ONDIEH/NCIPC/DUIP POC Email: gkv7@cdc.gov POC Phone: 770-488-0602
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

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8c	Briefly explain why security authorization is not required	This is a new electronic data collection.
9	Indicate the following reason(s) for updating this PIA. Choose from the following options.	☐ PIA Validation (PIA Refresh/Annual Review) ☐ Significant System Management Change ☐ Anonymous to Non-Anonymous ☐ Alteration in Character of Data ☐ New Public Access ☐ New Interagency Uses ☐ Internal Flow or Collection ☐ Conversion ☐ Commercial Sources Other...
10	Describe in further detail any changes to the system that have occurred since the last PIA.	We are now planning to transition the data collection from Excel/CDC SAMS to the NCIPC partners portal. The name of the system has changed from "Emergency Department Overdose Data Collection Tool (EDODCT)" to "Drug Overdose Surveillance and Epidemiology (DOSE)".
11	Describe the purpose of the system.	The purpose of the system is to rapidly identify large changes in drug overdoses trends including outbreaks of illnesses and to estimate the healthcare burden of treating drug overdoses in hospitals.
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.)	This tool is used to collect aggregate preliminary counts of all emergency department (ED) visits involving suspected drug overdoses collected by state and territorial health departments from their local data systems. This data will be shared with CDC using a standardized data template within two weeks, one month, or three months of occurrence depending on state capacity. Finalized counts of emergency department visits and hospitalizations involving drug overdose will be shared with CDC using a standardized CDC data template about two years after they occurred. In addition to collecting data on the number of emergency department visits and hospitalizations due to suspected drug overdoses occurring across the full jurisdiction, the tool will group data by 10 age levels (0-10, 11-14, 15-24, 25-34, 35-44, 45-54, 55-64, 65-74, 75-84, and 85 and older), sex (male, female, unknown), county, and four substance categories (any drug, any opioids, any heroin, and any stimulants. No personally identifying information (PII) is collected.

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13	Provide an overview of the system and describe the information it will collect, maintain (store), or share, either permanently or temporarily.	The Partner's Portal System (PPS) is an EMSSP Moderate External web application that provides data collection, management, analysis, visualization, reporting, and sharing in support of National Center for Injury Prevention and Control's (NCIPC) mission to prevent violence and injuries through science and action. PPS will allow transmission of various datasets to be uploaded, validated, and routed to a file share for storage and forms that capture various types of Grantee metadata to be stored on a SQL database enabling reporting across NCIPC programs. The data is owned by state grantees, healthcare facilities, and CDC Partners who are willing to share the data with CDC for analysis and reporting purposes. The type of information the Partner Portal will collect, maintain and store are grantees strategies, sub-strategies, activities, and progress reports made on an annual basis. There is no PII being used for CDC State Partners.) Data elements that are captured across the grantee strategies, sub-strategies and activities are the overview of each strategy, Intermediate Indicators identifying how successful the implementation of each sub-strategy, Previous and Mid-Year Progress are descriptions of the progress made towards defined activities, grantee meta provides information such as state (grantee) name, Notice of Funding Opportunity Name, and submission date. The progress report is a formatted PDF of all the information entered by a state that is used for final submission to the Office of Financial Resources. The data will be used to support NCIPC research agenda and translating from science to practice lead by the Injury programs. Once the data reside in the CDC environment, it will be exported in various file formats to be used in other information, analysis and visualization systems throughout the Injury center. CDC State Partners uses SAMS as the authentication mechanism for access to Partner Portal System (PPS) Web Application hosted in the CSAMS Environment. Access is extended via invitation only. Passwords are not required to login to the application. However, users are authenticated through the Secure Access Management Services before routed to the Partners Portal System.
14	Does the system collect, maintain, use or share **PII**?	◯ Yes ◉ No

REVIEWER QUESTIONS: The following section contains Reviewer Questions which are not to be filled out unless the user is an OPDIV Senior Officer for Privacy.

	Reviewer Questions	Answer
1	Are the questions on the PIA answered correctly, accurately, and completely?	◯ Yes ◯ No
Reviewer Notes		

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	Reviewer Questions	Answer
2	Does the PIA appropriately communicate the purpose of PII in the system and is the purpose justified by appropriate legal authorities?	◯ Yes ◯ No
Reviewer 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?	◯ Yes ◯ No
Reviewer Notes		
4	Does the PIA appropriately describe the PII quality and integrity of the data?	◯ Yes ◯ No
Reviewer Notes		
5	Is this a candidate for PII minimization?	◯ Yes ◯ No
Reviewer Notes		
6	Does the PIA accurately identify data retention procedures and records retention schedules?	◯ Yes ◯ No
Reviewer Notes		
7	Are the individuals whose PII is in the system provided appropriate participation?	◯ Yes ◯ No
Reviewer Notes		
8	Does the PIA raise any concerns about the security of the PII?	◯ Yes ◯ No
Reviewer Notes		
9	Is applicability of the Privacy Act captured correctly and is a SORN published or does it need to be?	◯ Yes ◯ No
Reviewer Notes		
10	Is the PII appropriately limited for use internally and with third parties?	◯ Yes ◯ No
Reviewer Notes		
11	Does the PIA demonstrate compliance with all Web privacy requirements?	◯ Yes ◯ No
Reviewer Notes		
12	Were any changes made to the system because of the completion of this PIA?	◯ Yes ◯ No

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Reviewer Questions	Answer
Reviewer Notes	
General Comments	
OPDIV Senior Official for Privacy Signature	Jarell Oshodi -S Digitally signed by Jarell Oshodi -S Date: 2019.05.09 15:24:32 -04'00'
HHS Senior Agency Official for Privacy	