



**DATE:** May 8, 2020

**TO:** Dr. Chyren Hunter  
Office of Research on Women's Health (ORWH)  
Office of the Director (OD)

**FROM:** NIH Privacy Act Officer

**SUBJECT:** Applicability of the Privacy Act: ORWH e-Learning Courses and Application Portal

I have reviewed the OD submission to the Office of Management and Budget under the Paperwork Reduction Act for a new information collection which proposes to develop two online courses that will provide learners a rationale for the study of biological differences between the sexes, the impact of sex and gender difference on illness, guidance on incorporating NIH policy on sex as a biological variable (SABV) into studies, and an exploration of sex and gender-related differences in key disease areas.

In conjunction with these courses, ORWH will collect and store information in a database through knowledge checks, pre-/post-attitude assessments, and course/module evaluations. The information collected will be used to assess uptake and learning of concepts in each lesson, identify demographic trends across learners in order to inform targeted outreach, assess effectiveness of course materials, and identify areas of focus for future course improvement, modifications, and expansion. The information collection will provide a valuable measure of the degree to which ORWH e-learning courses are furthering the ORWH mission to promote women's health research within and beyond the NIH scientific community.

I have determined the Privacy Act will apply to this information collection request due to the collection personally identifiable information such as names, emails, phone numbers, mailing addresses, employment statuses, gender, race, ethnicity, and login credentials (username and password for members of the public).

Information will be stored in a secure database behind the NIH firewall and will be collected and maintained in accordance with Privacy Act System of Records Notices 09-25-0108, Personnel: Guest Researchers, Special Volunteers, and Scientists Emeriti, HHS/NIH/OHRM; OPM/GOVT-6, Personnel Research and Test Validation Records; and OPM/GOVT-1, General Personnel Records.

If you have any questions, please contact my office at (301) 402-6201.

*Celeste Dade-Vinson*

Celeste Dade-Vinson  
NIH Privacy Act Officer

cc: Elizabeth Barr, OD