



**DATE:** October 4, 2019

**TO:** Lawrence Agodoa, M.D., F.A.C.P.  
Director, Office of Minority Health Research Coordination  
(OHMRC), National Institute of Diabetes and Digestive and Kidney  
Diseases (NIDDK)

**FROM:** NIH Privacy Act Officer

**SUBJECT:** Applicability of the Privacy Act: OMHRC Research Training and  
Mentor Programs Applications

I have reviewed the NIDDK submission to OMB referenced above. The purpose of the activity is to assure that prospective trainees to OMHRC research training and mentoring programs meet basic eligibility requirements to 1) assess their potential as future scientists, 2) determine where mutual research interests lie, and 3) make decisions regarding which applicants will be proposed and approved for traineeship awards.

Prospective trainees and mentees who wish to be considered for eligibility must apply directly to the OMHRC and provide personal and contact information, along with educational, financial, and employment history. They may also volunteer sensitive data (i.e., race, gender, birth year, disabilities). I have determined that the Privacy Act will apply to this data collection because the data will be stored in online databases that were designed to retrieve applications for admission by the name of the applicant. Additionally, an alumni database and other online web applications are being considered to administer follow-up surveys and utilize long-term tracking capabilities.

Access to the information contained in each application will be restricted to OMHRC staff and NIH investigators. Information collected is available only to scientific and program officials who recommend or approve awards and to administrative, human resources, and financial officials who prepare the necessary documentation to arrange for stipend payments and to activate, renew, and terminate approved awards. These individuals are assigned login credentials, including randomly generated or used-defined, strong passwords that conform to standards used by the NIH Center for Information Technology. Applications remain active for up to five years and are then archived.

The data collection is covered by NIH Privacy Act Systems of Record 09-25-0014, "Clinical Research: Student Records, HHS/NIH/OD/OIR/OE." If you have questions, please contact me at (301) 402-6201.

Celeste Dade-Vinson  
NIH Privacy Act Officer

CC: Starsky Cheng, Office of Workforce and Strategic Planning, NIDDK