

US Department of Health and Human Services

Third Party Websites and Applications Privacy Impact Assessment

Date Signed:

March 02, 2018

OPDIV:

NIH

Name:

Dryfta

TPWA Unique Identifier:

T-6973961-609767

Is this a new TPWA?

Yes

Will the use of a third-party Website or application create a new or modify an existing HHS/OPDIV System of Records Notice (SORN) under the Privacy Act?

Yes

Indicate the SORN number.

SORN Number: 09-25-0156: Records of Participants in Programs and Respondents

If SORN is not yet published, identify plans to put one in place.

null

Will the use of a third-party Website or application create an information collection subject to OMB clearance under the Paperwork Reduction Act (PRA)?

Yes

Indicate the OMB approval number and approval number expiration date (or describe the plans to obtain OMB clearance).

OMB Approval 0925-0740

Indicate the OMB approval number expiration date (or describe the plans to obtain OMB clearance).

Expiration Date: 5/31/19 12:00 AM

Describe the plans to obtain OMB clearance.

Explanation: NA

Does the third-party Website or application contain Federal Records?

No

Describe the specific purpose for the OPDIV use of the third-party Website or application:

Dryfta is a conference management tool that is used to organize, manage, and engage participants of National Institutes of Health (NIH) Symposiums. The website will collect and facilitate the review of abstract submissions from symposium attendees. Abstracts will be reviewed by the participating NIH Institutes and Centers (ICs) staff, and communication between abstract authors and NIH staff will occur via the website's email system.

The application's "matchmaking" function will help attendees network and identify common interests.

This is an umbrella Third Party Website Applications (TPWA) Privacy Impact Assessment (PIA) that will be used National Institutes of Health (NIH) wide by all Institutes and Centers (ICs)

Have the third-party privacy policies been reviewed to evaluate any risks and to determine whether the Website or application is appropriate for OPDIV use?

Yes

Describe alternative means by which the public can obtain comparable information or services if they choose not to use the third-party Website or application:

Symposium attendees can email the symposium organizers directly at the Institutes and Centers' (ICs) to submit abstracts or for further assistance. Use of the third-party website is voluntary.

Does the third-party Website or application have appropriate branding to distinguish the OPDIV activities from those of nongovernmental actors?

Yes

How does the public navigate to the third party Website or application from the OPIDIV?

An external hyperlink from an HHS Website or Website operated on behalf of HHS

Please describe how the public navigate to the third party website or application:

As an umbrella Third Party Website Applications (TPWA) Privacy Impact Assessment (PIA), the link will vary as each Institute and Center (IC) maintain their own public websites. From each participating NIH IC's website, the user clicks on the hyperlink and is directed to the third-party application.

If the public navigate to the third-party website or application via an external hyperlink, is there an alert to notify the public that they are being directed to anongovernmental Website?

Yes

Has the OPDIV Privacy Policy been updated to describe the use of a third-party Website or application?

Yes

Provide a hyperlink to the OPDIV Privacy Policy:

<https://www.nih.gov/web-policies-notice>

Is an OPDIV Privacy Notice posted on the third-part website or application?

Yes

Is PII collected by the OPDIV from the third-party Website or application?

Yes

Will the third-party Website or application make PII available to the OPDIV?

Yes

Describe the PII that will be collected by the OPDIV from the third-party Website or application and/or the PII which the public could make available to the OPDIV through the use of the third-party Website or application and the intended or expected use of the PII:

The Personally Identifiable Information (PII) that will be collected consists of: Name, email address, and institutional affiliation. Name and Institutional affiliation PII will be used during the management of abstract submissions. This includes the creation of the public abstract book (in published and electronic form), itineraries, and symposium handouts. Email addresses will only be used for communication purposes and during the abstract submission process.

Describe the type of PII from the third-party Website or application that will be shared, with whom the PII will be shared, and the purpose of the information sharing:

Name, email address, and institutional affiliation is available to symposium organizers for managing abstract submissions. Name and institutional affiliation will be available to the public on the website and in a published abstract book so symposium attendees will know who is attending and presenting at the symposium.

If PII is shared, how are the risks of sharing PII mitigated?

Only the NIH IC symposium organizers have access to email addresses and must sign-in to the site

Will the PII from the third-party website or application be maintained by the OPDIV?

Yes

Describe how PII that is used or maintained will be secured:

Email addresses will be kept on the third-party website under password protection accessible only by symposium organizers. Name and institutional affiliation will be available to the public in an abstract book and posted on an NIH website.

What other privacy risks exist and how will they be mitigated?

Users may release more PII in their interaction and communication through the website than required (name and institutional affiliation). A disclaimer on all PII-collecting pages will warn users to use caution and not expose unnecessary PII. Symposium organizers will monitor all submissions made through the website, moderate responses, and redact unneeded PII when feasible.