US Department of Health and Human Services

Third Party Websites and Applications Privacy Impact Assessment

Date Signed:

April 05, 2019

OPDIV:

IHS

Name:

National Directors Awards RSVP Survey

TPWA Unique Identifier:

T-9757305-096152

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?

No

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

No SORN needed.

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

No

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

Expiration Date: 1/1/01 12:00 AM

Describe the plans to obtain OMB clearance.

Explanation: No OMB Approval Needed

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:

To be efficient, our committee will use the Survey Monkey survey to receive RSVPs from attending employees.

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:

They may send an email.

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?
Employees will receive an email from our committee email address with a link to the survey embedded in the email.

Please describe how the public navigate to the third party website or application:
Employees will receive an email from our committee email address with a link to the survey embedded in the email.

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 a nongovernmental Website?
No

Has the OPDIV Privacy Policy been updated to describe the use of a third-party Website or application?
No

Provide a hyperlink to the OPDIV Privacy Policy:
https://www.ihs.gov/privacypolicy/

Is an OPDIV Privacy Notice posted on the third-party website or application?
No

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:
Employees are directed to spell their name phonetically, list family members that are attending, and what Indian Health Service (IHS) region they will be traveling from.

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:
Names of employees, names of family members attending will be shared from the third-party Website. The PII will be shared with our committee members (6 federal employees) and the purpose is for us to collect this information in a more efficient way by using the Survey Monkey's data analysis and reporting tools.

If PII is shared, how are the risks of sharing PII mitigated?
Only the committee members will see this information and it is only used to place the awardees

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:
The third-party Website is password protected.

What other privacy risks exist and how will they be mitigated?
There are no additional privacy risks.