Privacy Impact Assessment (PIA): HRSA - DESAM CCC - QTR2 - 2022 - HRSA801695

Date Signed: 4/27/2022

Acronyms

ATO - Authorization to Operate
CAC - Common Access Card
FISMA - Federal Information Security Management Act
ISA - Information Sharing Agreement
HHS - Department of Health and Human Services
MOU - Memorandum of Understanding
NARA - National Archives and Record Administration
OMB - Office of Management and Budget
PIA - Privacy Impact Assessment
PII - Personally Identifiable Information
POC - Point of Contact
PTA - Privacy Threshold Assessment
SORN - System of Records Notice
SSN - Social Security Number
URL - Uniform Resource Locator

General Information

PIA ID:	1444461		
PIA Name:	HRSA - DESAM CCC - QTR2 - 2022 - HRSA801695	**Title:**	HRSA - DESAM Common Control Catalog
OpDIV:	HRSA		

PTA

PTA - 1A:	Identify the Enterprise Performance Lifecycle Phase of the system	Operations and Maintenance
PTA - 1B:	Is this a FISMA-Reportable system?	No
PTA - 2:	Does the system include a website or online application?	No
PTA - 3:	Is the system or electronic collection, agency or contractor operated?	Agency
PTA - 3A:	Is the data contained in the system owned by the agency or contractor?	Agency
PTA - 5:	Does the system have or is it covered by a Security Authorization to Operate (ATO)?	Yes
PTA - 5A:	If yes, Date of Authorization	9/30/2021
PTA - 5B:	If no, Planned Date of ATO	
PTA - 6:	Indicate the following reason(s) for this PTA. Choose from the following options.	New
PTA - 7:	Describe in further detail any changes to the system that have occurred since the last PIA	This is the initial PTA/PIA
PTA - 8:	Please give a brief overview and purpose of the system by describing what the functions of the system are and how the system carries out those functions?	The Custom Application Branch (CAB) is part of the Division of Enterprise Solution and Application Management located in the Office of

Information Technology, which provides DESAM CCC services to the HRSA agency.

The Custom Application Branch (CAB) is part of the Division of Enterprise Solution and Application Management (DESAM) within the Office of Information Technology, which provides custom application hosting services a.k.a. DESAM CCC to all HRSA Bureaus and Offices. The purpose of the DESAM Common Control Catalog (DCCC) is to simplify the inheritance of common controls for these custom applications supported by DESAM within HRSA that support the agency's mission. Currently, DESAM provides DESAM CCC services with the following two levels of support:

DESAM CCC Ad hoc Supported Systems: These are applications for which DESAM provides both technical and non-technical support to the program offices but without direct ownership or full oversight over the application development process. In this model, the system is developed by a vendor/contractor chosen by the bureau/office. DESAM CCC provides limited support to the system owners throughout the system development lifecycle as needed to oversee the application development, auditing of application data, access control, patch management, configuration management controls, contingency plan management, and project plan management. Therefore, the inherited application controls in this case from the DCCC will be system-specific and limited depending upon the support provided by DESAM.

DESAM CCC Fully-Supported Systems: These are applications for which DESAM CCC group is directly responsible for both non-technical and technical development and management of the application. DESAM may or may not be the system owner. In this model, the CAB group within DESAM may work with a DESAM selected vendor to develop these systems. CAB is the development arm of DESAM CCC. The developed application may or may not sit in the HRSA OIT General Support System (GSS) environment. In any case, DESAM CCC is fully responsible of all aspects of the Enterprise Project Life Cycle (EPLC) process for these applications. In general, these applications are developed, operated, and maintained by CAB. In these cases, the applications will likely inherit the majority of the items contained in the DCCC such as access control procedures, maintenance, contingency, and audit controls and procedures.

DESAM CCC will be required to use the Access Management System (AMS) in order to login into CAB applications. DESAM CCC provided a solution through HACAP (HRSA AMS Custom Application Portal) which is a common portal that authenticates all the DESAM-CAB applications for the users from AMS (Access Management System). This portal will integrate supported applications with the Health and Human Services (HHS) Access Management System (AMS). HACAP, a static single page system is

identified as one of the DESAM CCC Managed Systems that inherits all the controls from DESAM CCC.

PTA - 9:	List and/or describe all the types of information that are collected (into), maintained, and/or shared in the system regardless of whether that information is PII and how long that information is stored.	DESAM CCC is a common control provider and any PII information is system specific.
PTA -9A:	Are user credentials used to access the system?	Yes
PTA - 9B:	Please identify the type of user credentials used to access the system.	HHS User Credentials HHS/OpDiv PIV Card
PTA - 10:	Describe why all types of information is collected (into), maintained, and/or shared with another system. This description should specify what information is collected about each category of individual	DESAM CCC is a common control provider and any PII information is system specific.
PTA - 10A:	Are records in the system retrieved by one or more PII data elements?	No
PTA - 11:	Does the system collect, maintain, use or share PII?	No
	PIA	
PIA - 3:	Indicate the approximate number of individuals whose PII is maintained in the system	Below 50
PIA - 4:	For what primary purpose is the PII used?	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 5:	Describe any secondary uses for which the PII will be used (e.g. testing, training or research)	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 7:	Identify legal authorities, governing information use and disclosure specific to the system and program	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 8:	Provide the number, title, and URL of the Privacy Act System of Records Notice (SORN) that is being used to cover the system or indicate whether a new or revised SORN is in development.	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 9:	Identify the sources of PII in the system	
PIA - 9A:	Identify the OMB information collection approval number or explain why it is not applicable.	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 9B:	Identify the OMB information collection expiration date.	
PIA - 10:	Is the PII shared with other organizations outside the system's Operating Division?	No
PIA - 11:	Describe the process in place to notify individuals that their personal information will be collected. If no prior notice is given, explain the reason	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 13:	Describe the method for individuals to opt-out of the collection or use of their PII. If there is no option to object to the information collection, provide a reason	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 14:	Describe the process to notify and obtain consent from the individuals whose PII is in the system when major changes occur to the system (e.g., disclosure and/or data uses have changed since the notice at the time of original collection). Alternatively, describe why they cannot be notified or have their consent obtained	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 15:	Describe the process in place to resolve an individual's concerns when they believe their PII has been inappropriately obtained, used, or disclosed, or that the PII is inaccurate. If no process exists, explain why not	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 16:	Describe the process in place for periodic reviews of PII contained in the system to ensure the data's integrity, availability, accuracy and relevancy. Please address each element in your response. If	DESAM CCC is common control provider. PII is component specific and doesn't store PII

	no processes are in place, explain why not	
PIA - 18:	Describe the administrative procedures in place to determine which system users (administrators, developers, contractors, etc.) may access PII	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 19:	Describe the technical methods in place to allow those with access to PII to only access the minimum amount of information necessary to perform their job	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 20:	Identify training and awareness provided to personnel (system owners, managers, operators, contractors and/or program managers) using the system to make them aware of their responsibilities for protecting the information being collected and maintained	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 21:	Describe training system users receive (above and beyond general security and privacy awareness training).	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 23:	Describe the process and guidelines in place with regard to the retention and destruction of PII. Cite specific NARA records retention schedule(s) and include the retention period(s)	DESAM CCC is common control provider. PII is component specific and doesn't store PII
PIA - 24:	Describe how the PII will be secured in the system using administrative, technical, and physical controls. Please address each element in your response	DESAM CCC is common control provider. PII is component specific and doesn't store PII