

PRIVACY IMPACT ASSESSMENT (PIA)

PRESCRIBING AUTHORITY: DoD Instruction 5400.16, "DoD Privacy Impact Assessment (PIA) Guidance". Complete this form for Department of Defense (DoD) information systems or electronic collections of information (referred to as an "electronic collection" for the purpose of this form) that collect, maintain, use, and/or disseminate personally identifiable information (PII) about members of the public, Federal employees, contractors, or foreign nationals employed at U.S. military facilities internationally. In the case where no PII is collected, the PIA will serve as a conclusive determination that privacy requirements do not apply to system.

1. DOD INFORMATION SYSTEM/ELECTRONIC COLLECTION NAME:

Defense Medical Human Resources System - Internet (DMHRSi)

2. DOD COMPONENT NAME:

Defense Health Agency

3. PIA APPROVAL DATE:

SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

a. The PII is: (Check one. Note: foreign nationals are included in general public.)

- | | |
|--|--|
| <input type="checkbox"/> From members of the general public | <input type="checkbox"/> From Federal employees and/or Federal contractors |
| <input checked="" type="checkbox"/> From both members of the general public and Federal employees and/or Federal contractors | <input type="checkbox"/> Not Collected (if checked proceed to Section 4) |

b. The PII is in a: (Check one)

- | | |
|--|---|
| <input type="checkbox"/> New DoD Information System | <input type="checkbox"/> New Electronic Collection |
| <input checked="" type="checkbox"/> Existing DoD Information System | <input type="checkbox"/> Existing Electronic Collection |
| <input type="checkbox"/> Significantly Modified DoD Information System | |

c. Describe the purpose of this DoD information system or electronic collection and describe the types of personal information about individuals collected in the system.

Defense Medical Human Resources System - Internet (DMHRSi) is a web-based system that allows for enhanced management and oversight within the Department of Defense (DoD). DMHRSi enables consolidation of all Human Resources (HR) functions (i.e., essential manpower, personnel, labor cost assignment, education & training, and readiness information) including the following:

- Personnel in/out processing time greatly reduced.
- Provides tri-service standardized labor costing approach.
- Personnel have visibility of their own information.
- Provides instant visibility of assignment of projected gains/losses.
- Provides single database source of instant query/access for all personnel types and readiness posture of all personnel assigned to platforms.
- Allows for instant visibility of available training at command and across MHS and tracks historical training.
- Tracks readiness equipment/clothing issuance and medical/administration requirements.
- Reduces upper echelon queries due to their ability to view command data and provides visibility of staffing levels (required and actual).

The system is accessible via a public web site across the internet by anyone with the Uniform Resource Locator (URL). The system is not intended to be accessed by the general public; an individual must have an active .mil email account to access the web site and must have their account authenticated by a system administrator.

Data is collected in DMHRSi from the following categories of individuals:

- Military Personnel (Active Duty, Reserve, Guard) for Army, Navy, Air Force,
- Borrowed Personnel as applicable from Coast Guard, Public Health Services, Local Nationals, Marines
- Federal Civilians (DoD, Army, Navy, Air Force, VA)
- Contractors
- Volunteer personnel

DMHRSi collects, maintains, transmits, and stores the following types of personally identifiable information (PII): personal descriptors, ID numbers, ethnicity, employment, and education information. PII elements are used for identification in both input and output transactions. This practice is driven by the lack of unique identifiers in the external systems to which DMHRSi interfaces. The PII elements that are used typically are some combination of SSN, full name, and month of birth.

DMHRSi is owned and managed by the Clinical Support Program Management Office under the executive management of Defense Health Agency (DHA), Deputy Assistant Director Information Operations (DADIO/J6), Solution Delivery Division (SDD).

d. Why is the PII collected and/or what is the intended use of the PII? (e.g., verification, identification, authentication, data matching, mission-related use, administrative use)

All data collected by DMHRSi is used to meet Service requirements to identify, track, and report on personnel readiness, utilization, and costs. The data has been identified as being required to manage the business effectively and efficiently.

PII is collected in DMHRSi to support the following HR functions: manpower, personnel, labor cost assignment, education and training, and readiness.

PII is used for various MHS business processes, including identifying individuals with specific medical skill levels or qualifications, tracking personnel utilization and costs, and identifying and analyzing staffing capabilities at MTFs worldwide.

e. Do individuals have the opportunity to object to the collection of their PII? Yes No

(1) If "Yes," describe the method by which individuals can object to the collection of PII.

(2) If "No," state the reason why individuals cannot object to the collection of PII.

The services contractor and volunteer personnel can object to the collection of their PII information. However, PII information from the military and government civilian personnel comes from their respective source systems directly into DMHRSi.

f. Do individuals have the opportunity to consent to the specific uses of their PII? Yes No

(1) If "Yes," describe the method by which individuals can give or withhold their consent.

(2) If "No," state the reason why individuals cannot give or withhold their consent.

PII information for military and government civilian personnel comes from their respective source systems into DMHRSi. Also, consent to the specific uses of PII is obtained as necessary in accordance with DoD 5400.11-R, Department of Defense Privacy Program.

g. When an individual is asked to provide PII, a Privacy Act Statement (PAS) and/or a Privacy Advisory must be provided. (Check as appropriate and provide the actual wording.)

Privacy Act Statement Privacy Advisory Not Applicable

The Privacy Act Statement is displayed prior to users logging into the DMHRSi Application.

This statement serves to inform you of the purpose for collecting personal information required by DMHRSi and how it will be used.

AUTHORITY: DoDI 1322.24, Medical Readiness Training; DoD 6010.13-M, Medical Expense Performance Reporting System (MEPRS) for Fixed Medical and Dental Treatment Facilities; DoD 5136.1-P, Medical Readiness Strategic Plan (MHSP); E.O. 12656, Assignment of Emergency Preparedness Responsibilities; and E.O. 9397 (SSN), as amended.

PURPOSE: Information is being collected from you to determine an individual's fitness to perform medical personnel duties and to assess medical personnel readiness of the Armed Services and the MHS. The information is also collected to support the medical personnel human resources functions of manpower, personnel, labor cost assignment, education, training, and readiness.

ROUTINE USES: Use and disclosure of your Personal Identifiable Information (PII) records outside of DoD may also occur in accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a(b)).

For a full listing of applicable Routine Uses, refer to the applicable SORN.

APPLICABLE SORN: EDHA 11, Defense Medical Human Resources System internet (DMHRSi) (March 15, 2016, 81 FR 13779) is the system of records notice (SORN) for DMHRSi. The SORN can be found at:

<https://dpcl.d.defense.gov/Privacy/SORNsIndex/DOD-wide-SORN-Article-View/Article/570676/edha-11/>

DISCLOSURE: Voluntary. If you choose not to provide your information, no penalty may be imposed, however, failure to furnish the requested information may result in administrative delays.

h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component? (Check all that apply)

Within the DoD Component

Specify. DHA MTFs worldwide

Other DoD Components

Specify. PII data is shared with the Army, Air Force, Navy, and senior leadership to support the MHS with a fully functional HR management system that consolidates medical personnel information and provides enhanced reporting capabilities.

Other Federal Agencies

Specify. Veterans Administration

State and Local Agencies

Specify.

General Dynamics Information Technology (GDIT),
Planned Systems International (PSI) Contract Language:

Contractor (Name of contractor and describe the language in the contract that safeguards PII. Include whether FAR privacy clauses, i.e., 52.224-1, Privacy Act Notification, 52.224-2, Privacy Act, and FAR 39.105 are included in the contract.)

Specify.

“The Contractor shall establish appropriate administrative, technical, and physical safeguards to protect any and all Government data, to ensure the confidentiality, integrity, and availability of Government data.” Also, the contractor's company must have a valid Data Sharing Agreement on file with the Defense Health Agency Privacy and Civil Liberties Office prior to their employees accessing the DMHRSi system.

“The contractor will comply with the requirements in Office of Management and Budget (OMB) Circular A-130, in the DoD Directive 5400.11, “DoD Privacy Program,” October 29, 2014, and in the DoD 5400.11-R, “Department of Defense Privacy Program,” May 14, 2007.”

Other (e.g., commercial providers, colleges).

Specify.

i. Source of the PII collected is: (Check all that apply and list all information systems if applicable)

Individuals

Databases

Existing DoD Information Systems

Commercial Systems

Other Federal Information Systems

Individuals – The services contractor and volunteer personnel can object to the collection of their PII information.

System-to-System – for Active Duty and Federal employees, PII is sourced from the following Service and Federal personnel HR systems:

- Center for Medicare and Medicaid Services (CMS)
- Defense Civilian Personnel Data System (DCPDS)
- Defense Civilian Pay System (DCPS)
- Defense Manpower Data Center (DMDC) EBLLS
- Department of Defense Healthcare Management System Modernization (DHMSM) Program - CLARIVA
- Department of Defense Healthcare Management System Modernization (DHMSM) Program - MHS GENESIS
- Digital Training Management System (DTMS)
- Joint Centralized Credentials Quality Assurance System (JCCQAS)
- Joint Knowledge Online (JKO)
- Medical Operational Data System - Enlisted (MODSE)
- Medical Operational Data System - Guard (MODSG)
- Medical Operational Data System - Officer (MODSO)
- Medical Operational Data System - Reserve (MODSR)
- Medical Readiness Decision Support System - Unit Level training and Reporting Application (MRDSS-ULTRA)
- Military Health System (MHS) Data Repository (MDR)
- Military Personnel Data System (MILPDS)
- Navy Enlisted System (NES)
- Navy Standard Integrated Personnel System Reserve - Enlisted (NSIPS Reserve Enlisted)
- Navy Standard Integrated Personnel System Reserve - Officer (NSIPS Reserve Officer)
- Navy Training Management and Planning System (NTMPS)
- Officer Personnel Information System (OPINS)

j. How will the information be collected? (Check all that apply and list all Official Form Numbers if applicable)

E-mail

Official Form (Enter Form Number(s) in the box below)

Face-to-Face Contact

Paper

Fax

Telephone Interview

Information Sharing - System to System

Website/E-Form

Other (If Other, enter the information in the box below)

DMHRSi URL: <https://dmhrsi.csd.disa.mil>

Information Sharing from System to System – DMHRSi collects most of the data through formal data interfaces via DoD controlled networks from DoD and Service/Federal personnel systems. This process covers the data related to Active Duty military, Federal employees, National Guard, and Reserve personnel.

Face-to-Face Contact – Data on contractors and volunteers, which is not in Federal personnel systems, is collected by entering the information through the front end application. Manually entering data can only be done by users with the proper role authorization.

k. Does this DoD Information system or electronic collection require a Privacy Act System of Records Notice (SORN)?

A Privacy Act SORN is required if the information system or electronic collection contains information about U.S. citizens or lawful permanent U.S. residents that is retrieved by name or other unique identifier. PIA and Privacy Act SORN information must be consistent.

Yes No

If "Yes," enter SORN System Identifier

SORN Identifier, not the Federal Register (FR) Citation. Consult the DoD Component Privacy Office for additional information or <http://dpcl.d.defense.gov/Privacy/SORNs/>
or

If a SORN has not yet been published in the Federal Register, enter date of submission for approval to Defense Privacy, Civil Liberties, and Transparency Division (DPCLTD). Consult the DoD Component Privacy Office for this date

If "No," explain why the SORN is not required in accordance with DoD Regulation 5400.11-R: Department of Defense Privacy Program.

l. What is the National Archives and Records Administration (NARA) approved, pending or general records schedule (GRS) disposition authority for the system or for the records maintained in the system?

(1) NARA Job Number or General Records Schedule Authority.

(2) If pending, provide the date the SF-115 was submitted to NARA.

(3) Retention Instructions.

Cut off upon notification separation or termination from MHS assignment and/or employment. Destroy contractor, volunteer, and duplicate data on Active Duty, Guard, Reserve, and Federal Government employees from other military service electronic information systems 4 year(s) after cutoff.

m. What is the authority to collect information? A Federal law or Executive Order must authorize the collection and maintenance of a system of records. For PII not collected or maintained in a system of records, the collection or maintenance of the PII must be necessary to discharge the requirements of a statute or Executive Order.

- (1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be similar.
- (2) If a SORN does not apply, cite the authority for this DoD information system or electronic collection to collect, use, maintain and/or disseminate PII. (If multiple authorities are cited, provide all that apply).
 - (a) Cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.
 - (b) If direct statutory authority or an Executive Order does not exist, indirect statutory authority may be cited if the authority requires the operation or administration of a program, the execution of which will require the collection and maintenance of a system of records.
 - (c) If direct or indirect authority does not exist, DoD Components can use their general statutory grants of authority ("internal housekeeping") as the primary authority. The requirement, directive, or instruction implementing the statute within the DoD Component must be identified.

DoDI 1322.24, Medical Readiness Training; DoD 6010.13-M, Medical Expense Performance Reporting System (MEPRS) for Fixed Medical and Dental Treatment Facilities; DoD 5136.1-P, Medical Readiness Strategic Plan (MHSP); E.O. 12656, Assignment of Emergency Preparedness Responsibilities; and E.O. 9397 (SSN), as amended.

n. Does this DoD information system or electronic collection have an active and approved Office of Management and Budget (OMB) Control Number?

Contact the Component Information Management Control Officer or DoD Clearance Officer for this information. This number indicates OMB approval to collect data from 10 or more members of the public in a 12-month period regardless of form or format.

Yes No Pending

- (1) If "Yes," list all applicable OMB Control Numbers, collection titles, and expiration dates.
- (2) If "No," explain why OMB approval is not required in accordance with DoD Manual 8910.01, Volume 2, " DoD Information Collections Manual: Procedures for DoD Public Information Collections."
- (3) If "Pending," provide the date for the 60 and/or 30 day notice and the Federal Register citation.

OMB Control Number: 0720-0041

Title: Defense Medical Human Resources System Internet (DMHRSi)

Expiration Date: 12/31/2018