

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:

Air Force Medical Omnibus Web Applications Pool (AFMOWAP) V2.X

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 checked="" type="checkbox"/> From Federal employees and/or Federal contractors |
| <input 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.

AFMOWAP is a family of five (5) applications used by the Air Force Medical community to manage information in direct support of active Air Force units, Air National Guard, and Air Force Reserves, and deployed locations during both peace and wartime operations. AFMOWAP applications are designed to use a flexible architecture tailored to meet a range of medical user needs. The system accomplishes its mission by providing a database for the collection of information and a web server for browsing, collecting, and manipulating that information. The data collected within the AFMOWAP applications contain Protected Health Information (PHI) and Personally Identifiable Information (PII).

1. Aeromedical Information Management Waiver Tracking System (AIMWTS): AIMWTS is a web application that tracks waivers and exceptions to policy (ETP) through their entire lifecycle for Air Force flying personnel, special operational duty personnel, and applicants for these duties into a single data repository. - The owner is Air Force Medical Support Agency (AFMSA), Physical Standards Development (SG3PF)
2. Medical Planning and Programming Tool (MPPT): MPPT is an application used to submit the Program Objective Memorandum (POM) up through the Line of the Air Force to the DoD and Defense Health Agency (DHA) for future manpower/funding. - The owner is Air Force Medical Support Agency (AFMSA), Medical Plans & Programs (SG8P)
3. Physical Examination Processing Program (PEPP): PEPP application manages and tracks physical examination actions for AF flying personnel, special ops and applicants for these duties. - The owner is Air Force Medical Support Agency (AFMSA), Physical Standards Development (SG3PF).
4. Radioactive Materials Management Information System-Web (RAMMIS-W): RAMMIS-W is an application used to maintain Nuclear Regulatory Commission (NRC) compliance allowing user to manage all licensed USAF non-weaponized radioactive materials. - Owned by Air Force Medical Support Agency (AFMSA), Medical Radiation Health Operations, United States Air Force (USAF) Radioisotope Committee Secretariat.
5. Refractive Surgery Management System (RSMS): RSMS is an application, used as an approval process for aviators, war fighters and select members seeking LASIK surgery, without compromising their medical readiness posture.

PII collected includes: personal descriptors, ID numbers, employment information, Social Security Numbers (SSNs), ethnicity, and health information.

AFMOWAP is owned and managed by United States Air Force School of Aerospace Medicine (USAFSAM), Force Enhancement Clinical Ophthalmology (FECO).

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)

Verification to ensure member is eligible to receive care at the military treatment facility.

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 individual has the opportunity to object to the collection of their PII. Upon initial data collection, (face-to-face, phone or other means of documentation) the individuals have the opportunity to object to the collection of PII/PHI. However, failure to provide necessary information such as PII/PHI will cause a delay or possible rejection of services. By agreeing to an appointment or treatment/procedure, the individual is providing implied consent.

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.

The individual has the opportunity to consent to the specific use of their PII/PHI by face-to-face, phone or other means of documentation. However, if additional uses of PII/PHI is necessary and not authorized by the individual, there will be a delay or possible rejection of services.

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

This statement serves to inform you of the purpose for collecting the personal information required by the Air Force Medical Omnibus Web Applications Pool (AFMOWAP) and how it will be used.

AUTHORITY: 10 U.S.C. 1095, Health Care Services Incurred on Behalf of Covered Beneficiaries Collection from Third Party Payers Act; 10 U.S.C. 5132, Bureaus: distribution of business, orders, records, expenses; 10 U.S.C 55 Medical and Dental Care; 5 CFR 293.502 Subpart E, Employee Medical File System Records; DoD Manual (DoDM) 6025.18, Implementation of the HIPAA Privacy Rule in DoD Health Care Programs; E.O. 9397 SSN as amended.

PURPOSE: To collect information from you in order to determine your eligibility for health care, deliver and manage that care, and manage the entities providing that care.

ROUTINE USE(S): Use and disclosure of your records outside of DoD may occur in accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a(b)). Collected information may also be shared with the Departments of Health and Human Services, Homeland Security, and Veterans Affairs, and other Federal, authorized private business entities, including entities under contract with the Department of Defense and individual providers of care, on matters relating to eligibility, claims pricing and payment, fraud, program abuse, utilization review, quality assurance, peer review, program integrity, third-party liability, coordination of benefits, and civil or criminal litigation.

Any PHI in your records may be used and disclosed generally as permitted by the HIPAA Privacy Rule (45 CFR Parts 160 and 164), as implemented within DoD. Permitted uses and disclosures of PHI include, but are not limited to, treatment, payment, healthcare operations, and the containment of certain communicable diseases.

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

APPLICABLE SORN: F044 F SG E Electronic Medical Records System (76 FR 77498) is the system of records notice (SORN) for AFMOWAP. The SORN can be found at: <http://dpcl.d.defense.gov/Privacy/SORNsIndex/DOD-wide-SORN-Article-View/Article/569877/f044-f-sg-e/>

DISCLOSURE: Voluntary. If you choose not to provide your information, no penalty may be imposed, but absence of the requested information may result in administrative delays or the inability to accurately provide care.

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 personnel. Data is shared/passed from the Aeromedical Information Management Waiver Tracking System (AIMWTS) to the Aeromedical Services Information Management System (ASIMS) in accordance with an interface control agreement. This ICA provides a one-way data exchange from AIMWTS to ASIMS of waiver information on flying and special operational duty personnel for display of this waiver information via Aeromedical Services Information Management System (ASIMS).

- Other DoD Components
- Other Federal Agencies
- State and Local Agencies

Specify.

Specify.

Specify.

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.

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
- Existing DoD Information Systems
- Other Federal Information Systems
- Databases
- Commercial Systems

Patients provide information to the clinic for medical care in order to identify themselves and retrieve medical records. A DEERS check is completed to verify the patients eligibility for care.

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

- E-mail
- Face-to-Face Contact
- Fax
- Information Sharing - System to System
- Other (If Other, enter the information in the box below)
- Official Form (Enter Form Number(s) in the box below)
- Paper
- Telephone Interview
- Website/E-Form

PII is collected when a patient is at their medical appointment and a technician/healthcare provider is entering data into the system. PII is collected via the Physical Examination Processing Program (PEPP) Medical History Pre-Exam website from patients that choose to provide their medical history in advance of their appointment. The PEPP Medical History Pre-Exam URL is <https://www.my.af.mil/afmsprod/portal/pepp/pmhe> PII is collected from Air Force Directory Services (AFDS) when patients apply for refractive surgery via the Refractive Surgery Management System (RSMS) based on the current memorandum of agreement. The AFDS URL is <https://webservices.afds.af.mil/mespows>. Patient PII information can be collected in AIMWTS via the <https://www.my.af.mil/afmsprod/portal/aimwts2/>

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.

I. 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.

GRS 3.1 Item 012

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

(3) Retention Instructions.

OSD RCS Series 1601-11 - Delete when related master file or database has been deleted. AFMOWAP is a suite of applications each of which follows their own retention and disposition instructions.

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.

10 U.S.C. 1095, Health Care Services Incurred on Behalf of Covered Beneficiaries Collection from Third Party Payers Act; 10 U.S.C. 5132, Bureaus: distribution of business, orders, records, expenses; 10 U.S.C 55 Medical and Dental Care; 5 CFR 293.502 Subpart E, Employee Medical File System Records; DoDM 6025.18, Implementation of the HIPAA Privacy Rule in DoD Health Care Programs; 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.

Per DoDM 8910.01, Volume 2, Section 2.b.3 OMB approval is not required when "DOD internal information that do not collect information from members of the public". AFMOWAP does not collect information from members of the public therefore OMB approval is not required.