DHP-SIRT OVERVIEW

DHP-SIRT ♦ November 2009

TMA Privacy Office Information Paper

Records Management ♦ FOIA ♦ DUAs ♦ HIPAA Compliance ♦ Privacy Act/System of Records ♦ PIAs

Overview

TRICARE Management Activity (TMA) is committed to the protection of beneficiary and patient data and striving to make it possible to appropriately utilize and disclose information to fully support the mission of the Department of Defense (DoD) Military Health System (MHS).

The MHS is responsible for establishing and maintaining an inventory of all Information Technology (IT) systems funded by Defense Health Program appropriations in accordance with the Office of the Secretary of Defense/ Health Affairs Memorandum, "Defense Health Program Systems Inventory Management Control Policy," September 16, 2005. The inventory that holds such information is known as the Defense Health Program Systems Inventory Reporting Tool (DHP-SIRT). Program Managers and Data Owners access DHP-SIRT to provide system information on their respective MHS systems. DHP-SIRT includes information about MHS systems that support business management decisions, strategic planning, budgeting, information assurance, and privacy reporting required by the Office of the Secretary of Defense (OSD), the Office of Management and Budget (OMB), and Congress.

DHP-SIRT and PIA Reporting

The TMA Privacy Officer has been delegated responsibility for reviewing privacy reporting information, located under the Privacy tab, within DHP-SIRT. The Privacy tab contains information about PIA and Privacy Act compliance, as well as SSN reduction requirements. Below is a comprehensive list of fields that are required to be completed for each DHP-funded system within DHP-SIRT:

Relevant Fields of PIA Section of DHP-SIRT	Relevant Fields of Privacy Act Section of DHP-SIRT
Is Personally Identifiable Information (PII) contained in the System?	Is PII retrieved from the System by name or other identifier?
Does this System (or Initiative) contain SSNs (full or truncated) or use SSNs in the System?	Federal Register of the Privacy System Notice Publication Date
PIA required?	Federal Register Notice Not Submitted Explanation

TRICARE

TMA Privacy Office Information Paper

Records Management ♦ FOIA ♦ DUAs ♦ HIPAA Compliance ♦ Privacy Act/System of Records ♦ PIAs

DHP-SIRT OVERVIEW

DHP-SIRT ♦ November 2009

Relevant Fields of PIA Section of DHP-SIRT
Reviewed by Component Privacy Officer & Component Chief Information Officer?
Provided to OMB?
Date submitted to OMB
Explanation/Comment
What is the specific legislative or legal reference that justifies using SSNs or Explain for 'Other Cases' and 'Not Acceptable Use' selections?
Input/Output forms that contain SSNs

Relevant Fields of Privacy Act Section of DHP-SIRT
Federal Register Notice System Identifier
System of Records Notice (SORN) Identifier

In addition, TMA and the Services may need to conduct a PIA, as required by the DoDI 5400.16. The TMA Privacy Office is responsible for verifying the accuracy of the privacy data reported in DHP-SIRT. TMA and Service system owners must review and verify all PIA and Privacy Act fields in DHP-SIRT to ensure they are complete and accurate. Updating DHP-SIRT will assist TMA in validating the information on the Service DHP-funded systems.

Each U.S. military service branch has its own internal PIA guidance and processes and therefore, it is important to contact the appropriate service point of contact. See the DoD and Service Privacy Office Web sites listed below for more information on the Services Privacy Programs.

Air Force:
http://www.privacy.af.mil/pia/index.asp

Army:
http://www.army.mil/ciog6/privacy.html

TMA Privacy Office Information Paper

Records Management ♦ FOIA ♦ DUAs ♦ HIPAA Compliance ♦ Privacy Act/System of Records ♦ PIAs

DHP-SIRT OVERVIEW

DHP-SIRT ♦ November 2009

Army Medical Systems:
http://www.armymedicine.army.mil/pia/pia.html

DoD:
http://www.defenselink.mil/privacy

Navy:
http://www.doncio.navy.mil/contentview.aspx?id=678

DHP-SIRT OVERVIEW

References

E-Government (E-Gov) Act of 2002, Section 208

DoDI 5400.16, DoD Privacy Impact Assessment (PIA) Guidance, February 12, 2009

DoDI 8500.2, Information Assurance (IA) Implementation, February 6, 2003

DoD 8580.02-R, DoD Health Information Security Regulation, July 12, 2007

DoD 5400.11-R, Department of Defense Privacy Program, May 14, 2007

DoD 6025.18-R, DoD Health Information Privacy Regulation, January 24, 2003

Directive-Type Memorandum (DTM) 07-15-USD (P&R), "DoD Social Security Number (SSN) Reduction Plan," March 28, 2008

Office of the Secretary of Defense/Health Affairs Memorandum, “Defense Health Program Systems Inventory Management Control Policy,” September 16, 2005

Privacy Act of 1974, 5 U.S.C. 552(a)

Health Insurance Portability and Accountability Act (HIPAA) of 1996, 45 C.F.R. Parts 160 and 164