



PRIVACY IMPACT ASSESSMENT (PIA)

For the

Physical Disability Computer Assisted Case Processing System (PDCAPS)

U.S. Army Deputy Chief of Staff for Personnel (Army DCS G-1)
Human Resources Command (HRC)

SECTION 1: IS A PIA REQUIRED?

a. Will this Department of Defense (DoD) information system or electronic collection of information (referred to as an "electronic collection" for the purpose of this form) collect, maintain, use, and/or disseminate PII about members of the public, Federal personnel, contractors or foreign nationals employed at U.S. military facilities internationally? Choose one option from the choices below. (Choose (3) for foreign nationals).

- (1) Yes, from members of the general public.
- (2) Yes, from Federal personnel* and/or Federal contractors.
- (3) Yes, from both members of the general public and Federal personnel and/or Federal contractors.
- (4) No

* "Federal personnel" are referred to in the DoD IT Portfolio Repository (DITPR) as "Federal employees."

b. If "No," ensure that DITPR or the authoritative database that updates DITPR is annotated for the reason(s) why a PIA is not required. If the DoD information system or electronic collection is not in DITPR, ensure that the reason(s) are recorded in appropriate documentation.

c. If "Yes," then a PIA is required. Proceed to Section 2.

SECTION 2: PIA SUMMARY INFORMATION

a. Why is this PIA being created or updated? Choose one:

- New DoD Information System
- Existing DoD Information System
- Significantly Modified DoD Information System
- New Electronic Collection
- Existing Electronic Collection

b. Is this DoD information system registered in the DITPR or the DoD Secret Internet Protocol Router Network (SIPRNET) IT Registry?

- Yes, DITPR Enter DITPR System Identification Number 1250 (APMS# DA02950)
- Yes, SIPRNET Enter SIPRNET Identification Number []
- No

c. Does this DoD information system have an IT investment Unique Project Identifier (UPI), required by section 53 of Office of Management and Budget (OMB) Circular A-11?

- Yes No
- If "Yes," enter UPI 007-21-01-20-02-1173-00

If unsure, consult the Component IT Budget Point of Contact to obtain the UPI.

d. 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 should be consistent.

- Yes No
- If "Yes," enter Privacy Act SORN Identifier A0600-8-104 AHRC Army Personnel Management System

DoD Component-assigned designator, not the Federal Register number.
Consult the Component Privacy Office for additional information or
access DoD Privacy Act SORNs at: <http://www.defenselink.mil/privacy/notices/>

or

Date of submission for approval to Defense Privacy Office []
Consult the Component Privacy Office for this date.

e. Does this DoD information system or electronic collection have an 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

Enter OMB Control Number

Enter Expiration Date

No

f. Authority to collect information. A Federal law, Executive Order of the President (EO), or DoD requirement must authorize the collection and maintenance of a system of records.

(1) If this system has a Privacy Act SORN, the authorities in this PIA and the existing Privacy Act SORN should be the same.

(2) 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) Whenever possible, cite the specific provisions of the statute and/or EO that authorizes the operation of the system and the collection of PII.

(b) If a specific statute or EO does not exist, determine if an indirect statutory authority can be cited. An indirect 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) 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 should be identified.

Title 10 U. S. Code Section 3013, Secretary of the Army; Title 10 U. S. Code, Chapter 55, Medical and Dental Care; Title 10 U. S. Code, Chapter 61, Retirement or Separation for Physical Disability; Executive Order 9397 (SSN); Department of Defense Directive 1332.18, Separation or Retirement for Physical Disability; Army Regulation 40-3, Medical, Dental, and Veterinary Care; and Army Regulation 635-40, Physical Evaluation for Retention, Retirement or Separation.

g. Summary of DoD information system or electronic collection. Answers to these questions should be consistent with security guidelines for release of information to the public.

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

PDCAPS was developed as a stand-alone information system that is only accessible to employees of the U. S. Army Physical Disability Agency. Information is collected in PDCAPS to perform a disability evaluation on the Service Member as specified by regulations. Currently, the Medical Command (MEDCOM) provides a Medical Evaluation Board Proceedings document via mail (DA Form 3947) to the Physical Evaluation Board. Once received, the Physical Evaluation Board will populate the data into PDCAPS. The information is then processed by the board to determine medical fitness for a Service Member for continued Army active service. Possible outcomes from the Physical Evaluation Board's findings could include whether an individual should be discharged, temporarily or permanently retired for disability, or retained for active service. Types of PII collected by PDCAPS includes information to identify individuals, their military records, and medical information.

(2) Briefly describe the privacy risks associated with the PII collected and how these risks are addressed to safeguard privacy.

Due to the level of safeguarding, we believe the risk to individuals' privacy to be minimal. Appropriate safeguards are in place for the collection, use and safeguarding of information.

h. With whom will the PII be shared through data exchange, both within your DoD Component and outside your Component (e.g., other DoD Components, Federal Agencies)? Indicate all that apply.

Within the DoD Component.

Specify.

Internal Army agencies that access PII in this system include: staff principals in the chain of command, the Department of the Army Inspector General, the Army Audit Agency, the US Army Criminal Investigation Command, the US Army Intelligence and Security Command, the Provost Marshall General, and the Assistant Secretary of the Army for Financial Management and Comptroller. Information is shared with MEDCOM and the Installation Management Command which process the separation and retirement orders for the Soldiers found unfit by reason of physical disability. This system also supports ad hoc requests made by The Warrior Transition Command and the Office of the Surgeon General.

Other DoD Components.

Specify.

the Department of Defense Inspector General and the Defense Criminal Investigative Service. The DOD blanket routine uses apply to PDCAPS.

Other Federal Agencies.

Specify.

NA

State and Local Agencies.

Specify.

State National Guard Office

Contractor (Enter name and describe the language in the contract that safeguards PII.)

Specify.

In accordance with the Federal Acquisition Regulation (FAR), all Federal contracts should include the provisions of FAR paragraph 24.104 Contract Clauses: "When the design, development, or operation of a system of records on individuals is required to accomplish an agency function, the contracting officer shall insert the following clauses in solicitations and contracts: (a) The clause at 52.224-1, Privacy Act Notification. (b) The clause at 52.224-2, Privacy Act." In addition to the FAR, the Defense Federal Acquisition Regulation Supplement (DFARS) has the following guidance: 224.103 Procedures. "(b)(2) DoD rules and regulations are contained in DoD 5400.11, Department of Defense Privacy Program, and DoD 5400.11-R, Department of Defense Privacy Program." Contracts are too numerous to enumerate here.

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

Specify.

None

i. Do individuals have the opportunity to object to the collection of their PII?

Yes

No

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

(2) If "No," state the reason why individuals cannot object.

Since data are not collected directly from individual Soldiers they are not provided either a Privacy Act Statement or a Privacy Advisory from PDCAPS. However, Soldiers implicitly consent to capture and use of that information at the time of employment or enlistment in the Department of the Army, at which time they are provided a Privacy Advisory.

j. 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.

Since data are not collected directly from individual Soldiers they are not provided either a Privacy Act Statement or a Privacy Advisory from PDCAPS. However, Soldiers implicitly consent to capture and use of that information at the time of employment or enlistment in the Department of the Army, at which time they are provided a Privacy Advisory.

k. What information is provided to an individual when asked to provide PII data? Indicate all that apply.

- | | |
|---|--|
| <input type="checkbox"/> Privacy Act Statement | <input type="checkbox"/> Privacy Advisory |
| <input type="checkbox"/> Other | <input checked="" type="checkbox"/> None |

Describe each applicable format.

PDCAPS only extracts existing PII data from other DoD information systems. Since data are not collected directly from individual Soldiers they are not provided either a Privacy Act Statement or Privacy Advisory. However, Soldiers implicitly consent to capture and use of that information at the time of employment or enlistment in the Department of the Army, at which time they are provided a Privacy Advisory.