

PRIVACY IMPACT ASSESSMENT (PIA)

For the

Referral Information Tracking Application (RITA)

TRICARE Area Office-Eurasia Africa (TAO-EA)/TRICARE Management Activity (TMA)

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.
\boxtimes	(3)	Yes, from both members of the general public and Federal personnel and/or Federal contractors.
	(4)	No

- 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.

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^{* &}quot;Federal personnel" are referred to in the DoD IT Portfolio Repository (DITPR) as "Federal employees."

SECTION 2: PIA SUMMARY INFORMATION

a.	Why	is this PIA being	created or upo	lated? C	hoose one:	
	\boxtimes	New DoD Informa	tion System		New Electror	nic Collection
		Existing DoD Info	rmation System		Existing Elec	tronic Collection
		Significantly Modi	ified DoD Inform	ation		
		s DoD information Network (SIPRNE	•		the DITPR or the	e DoD Secret Internet Protocol
		Yes, DITPR	Enter DITPR Sy	/stem Iden	tification Number	
		Yes, SIPRNET	Enter SIPRNET	Identificat	tion Number	
	\boxtimes	No				
		this DoD informa on 53 of Office of	•			ique Project Identifier (UPI), required lar A-11?
		Yes		⊠ No		
	If "Y	es," enter UPI				
		If unsure,	consult the Comp	onent IT B	udget Point of Con	tact to obtain the UPI.
		this DoD informa s Notice (SORN)?	•	r electror	nic collection re	quire a Privacy Act System of
	or law		idents that is <u>retrie</u>			n contains information about U.S. citizens entifier. PIA and Privacy Act SORN
	\boxtimes	Yes		☐ No		
	If "Y	es," enter Privacy /	Act SORN Identi	fier	DHA07	
		Consult the Comp	onent Privacy Offi	ce for addit	Federal Register nuiconal information or w.defenselink.mil/pr	•
		or				
	Date	of submission for a Consult the C	approval to Defe			

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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** \boxtimes 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. 5 U.S.C. 301, Department Regulation; 10 U.S.C., Chapter 55; Pub.L. 104-91, 45 C.F.R. Parts 160 and 164, HIPAA Privacy and Security Rule; DoD 6025.18-R, DoD Health Information Privacy Regulation; 42 U.S.C. Chapter 117, Sections 11131-11152, Reporting of Information; DoD Instruction 6015.23, Delivery of Healthcare at Military Treatment Facilities (MTFs); DoD 6010.8-R, CHAMPUS; and E.O. 9397, as amended (SSN).

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.

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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.

Referral Information Tracking Application (RITA) provides a comprehensive, mandatory tracking and analysis application that will facilitate 100% visibility and control of all referrals for Active Duty and their family members, retirees and their family members, and activated Reservists/National Guard throughout the referral life cycle. RITA receives, organizes, stores, and presents data to its customers (i.e., Military Treatment Facilities (MTFs) and various US Army Headquarters) for input of new activity, analysis, troubleshooting, reporting, and documentation. The application is owned and operated by TRICARE Area Office- Eurasia Africa (TAO-EA) for its stakeholders and is operated on the Landstuhl Regional Medical Center (LRMC) Army Network. The Military Health System (MHS) does not operate RITA. However, TAO-EA Information Management and Information Technology (IM/IT) provides all levels of support. The system was developed for and managed by TRICARE Area Office Eurasia-Africa (TAO-EA). The system will be accessed by TRICARE staff at the MTFs across Europe.

TAO-EA currently receives medical referral information once a day at night from each of the nine Composite Health Care Systems (CHCS) servers in the theater of operations. TAO-EA purpose is to clean, filter, organize, and supply data to RITA. Personally identifiable information (PII) and protected health information (PHI) collected is: name, date of birth, social security number, referral reason, provider specialty, and referral notes.

System Information:

Referral Information Tracking Application (RITA) TRICARE Area Office-Eurasia Africa (TAO-EA), CIO

TRICARE Eurasia Africa Bldg 214, 4th Floor, 67681 Heuberg, Sembach Flugplatz

DSN: 314 496-6312

Comm: 011 +49 (0) 6302 67 6312

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

Access to RITA is strictly controlled by a Common Access Card (CAC), which precisely defines the rights to access being granted by senior US Army medical staff in Europe and reviewed by TAO-EA Systems staff. RITA activity is logged daily to monitor operations of access at all times. RITA is among a suite of applications created and maintained by TAO-EA and is professionally secured and protected on the LRMC network.

Identified risk involves misuse of PII/PHI by authorized system users. Since RITA is operational in nature, and has line item level control, it is necessary to use PII/PHI to identify/verify the patient who has a referral. TAO-EA ensures that only authorized and authenticated users have access to the system by encrypted data transmission, requires CAC user authentication, and ensures the display of information is minimum as necessary at all given times. Users are stratified into permission groups so that they can only see referrals from their individual or group of MTFs in which they work. Users will not have access to referrals for patients outside of their area of responsibility.

- 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.

Military Treatment Facilities (MTFs) clinical, and administrative personnel who process medical care referrals. US Army Headquarters units above these MTFs, to include European Regional Medical Command (ERMC). All personnel and organizations who will have access to RITA are medical

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professionals with a CAC and rights to use a Department of Defense (DoD) medical information network. RITA receives data from CHCS (it is read only).

\boxtimes	Otner DoD (components.
	Specify.	CHCS
	Other Feder	ral Agencies.
	Specify.	
	State and Lo	ocal Agencies.
	Specify.	
\boxtimes	Contractor	(Enter name and describe the language in the contract that safeguards PII.)
	Specify.	There are two primary sets of contractors that may access the application and PII/PHI: (1) TRICARE Eurasia Africa Information Management and Information Technology Team (TAO-EA IM/IT) and (2) various ERMC (European Region Medical Command) Medical Treatment Facility personnel. Both sets of contractors hold Department of Defense (DoD) Public Key Infrastructure (PKI) Common Access Cards (CAC) and are required to complete Health Insurance Portability and Accountability Act (HIPAA) training, privacy training, and computer security training in accordance with Army policy. All contracts contain language which requires the contractor to comply with the HIPAA Privacy Rule, and the HIPAA Security Rule. In addition to the responsibilities to comply with the HIPAA Privacy Rule and the HIPAA Security Rule, the contractor is required to comply with the Privacy Act of 1974.
	Other (e.g.,	commercial providers, colleges).
	Specify.	
Do		have the opportunity to object to the collection of their PII?
Ш	Yes	⊠ No
	(1) If "Yes,"	describe method by which individuals can object to the collection of PII.
	(2) If "No," s	state the reason why individuals cannot object.
Indi	viduals are no	t asked to provide PII/PHI. All PII/PHI is taken directly from CHCS.

i.

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	Yes		\boxtimes	No				
((1) If "`	es," describe t	he meth	od by which ir	dividuals ca	n give or w	ithhold the	ir consent.
		No," state the re		-				ent.
Indiv	/iduals i	are not asked to p	provide c	onsent since Pi	/PHI is taker	directly fror	n CHCS.	
Vhat	: inforn	nation is provi	ded to a	ın individual v	vhen asked	I to provid	e PII data?	Indicate all the
Vhat		-		ın individual v		-	e PII data?	Indicate all th
	Privad	nation is provi			Privacy	I to provide Advisory	e PII data?	Indicate all th
		-		ın individual v □		-	e PII data?	Indicate all th
oly.	Privac Other	-	t		Privacy None	Advisory		
Desceach	Privace Other cribe	y Act Statemen	t		Privacy None	Advisory		
ly.	Privace Other cribe	y Act Statemen	t		Privacy None	Advisory		
Desceach	Privace Other cribe	y Act Statemen	t		Privacy None	Advisory		
Desceach	Privace Other cribe	y Act Statemen	t		Privacy None	Advisory		
Desceach	Privace Other cribe	y Act Statemen	t		Privacy None	Advisory		
Desceach	Privace Other cribe	y Act Statemen	t		Privacy None	Advisory		
Desceach	Privace Other cribe	y Act Statemen	t		Privacy None	Advisory		
Desceach	Privace Other cribe	y Act Statemen	t		Privacy None	Advisory		