

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:

06/11/2025

Program Executive Office (PEO) Medical Systems (J-6)

SECTION 1: PII DESCRIPTION SUMMARY (FOR PUBLIC RELEASE)

a. The PII is: (Check one. Note: Federal contractors, military family members, and foreign nationals are included in general public.)

- ☐ From members of the general public ☐ From Federal employees
- ☒ from both members of the general public and Federal employees ☐ Not Collected (if checked proceed to Section 4)

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

- ☐ New DoD Information System ☐ New Electronic Collection
- ☒ Existing DoD Information System ☐ Existing Electronic Collection
- ☐ 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.

The Defense Medical Human Resources System - Internet (DMHRSi) is a web-based system that allows for the consolidation of all Human Resources (HR) functions across the Department of Defense (DoD) medical enterprise into a single database source, permitting instantaneous queries/access to records such as manpower, personnel readiness, labor cost assignment, and education and training information for personnel assigned to the Military Health System (MHS) or Defense Health Agency (DHA). By standardizing HR information across the DoD medical enterprise, DMHRSi provides enterprise-wide visibility for all health professions personnel (i.e., Active Duty, Reserve, and/or National Guard, US Coast Guard when applicable, Civilian, Contractor, and Volunteer), improves reporting of personnel readiness, and streamlines business processes to improve data quality for management decision making. DMHRSi also provides visibility into associated labor costs, making it the authoritative source of personnel cost data for the Services and the DHA.

DMHRSi collects, maintains, transmits, and stores personally identifiable information (PII) to include: employment information, education information, contact information (both work and personal), demographic information, and Social Security Numbers (SSNs).

Data is collected in DMHRSi from the following categories of individuals: Military (Active Duty, Reserve, and/or National Guard) personnel, borrowed personnel from the US Coast Guard when applicable, civilian employees who are assigned to or are part of the MHS or the DHA (to include non-appropriated fund employees), DoD contractors, and volunteers.

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)

PII collected is for mission-related and administrative use supporting the consolidation of HR functions across the DoD medical enterprise.

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.

Military and Civilian Personnel do not have the opportunity to object to the collection of their PII, DMHRSi is not the initial point of collection. Contractor personnel have the right to object to the collection of their information as MTF POCs enter the information manually.

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.

Military and Civilian Personnel do not have the opportunity to object to the collection of their PII, DMHRSi is not the initial point of

collection. Contractor personnel have the right to object to the collection of their information as MTF POCs enter the information manually.

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

AUTHORITY: 5 USC 301, Departmental Regulations; 10 USC 136, Under Secretary of Defense for Personnel and Readiness; EO 12656, Assignment of Emergency Preparedness Responsibilities; DoDD 5136.01, Assistant Secretary of Defense for Health Affairs (ASD(HA)); DoDI 1322.24, Medical Readiness Training; and EO 9397 (SSN), as amended.

PURPOSE: 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 to support various HR functions and provides a single database source for instant query/access for all personnel types and the readiness posture of all DoD medical personnel.

ROUTINE USES: Records may be disclosed outside the DoD as a routine use pursuant to 5 USC § 552a(b)(3): The DoD Blanket Routine Uses may apply to this System. For a complete listing of DoD Blanket Routine Uses, refer to the applicable SORN.

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

APPLICABLE SORN: EDHA 11, Defense Medical Human Resources System internet (DMHRSi) (March 15, 2016; 81 FR 13779). <https://pclt.defense.gov/DIRECTORATES/Privacy-and-Civil-Liberties-Directorate/Privacy/SORNSIndex/Article/4010308/edha-11/>

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

☒ Within the DoD Component

Specify. DHA MTFs

☒ Other DoD Components (i.e. Army, Navy, Air Force)

Specify. Army, Navy, and Air Force

☒ Other Federal Agencies (i.e. Veteran's Affairs, Energy, State)

Specify. The Department of Veterans Affairs

☐ State and Local Agencies

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. Cape Fox Contract Language: Specifically references DHA Procedures, Guidance and Information 224.90. The Contractor shall establish appropriate administrative, technical, and physical safeguards to protect any and all Government data. The Contractor shall also ensure the confidentiality, integrity, and availability of Government data in compliance with all applicable laws and regulations, including data breach reporting and response requirements, in accordance with DFAR Subpart 224.1 (Protection of Individual Privacy), which incorporates by reference DoDD 5400.11, "DoD Privacy Program," May 8, 2007, and DoD 5400.11-R, "DoD Privacy Program," May 14, 2007. The Contractor shall also comply with federal laws relating to freedom of information and records management.

☐ 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

DoD Information Systems include: Army Training Management System (ATMS); Digital Training Management System (DTMS); Centralized Credentials Quality Assurance System (CCQAS); Defense Civilian Personnel Data System (DCPDS); Defense Civilian Pay System (DCPS); Department of Defense, Defense Manpower Data Center (DMDC) EBLIS; Equal Opportunity Employment (EEO) Compliant Database System (CDS); Department of Defense Healthcare Management System Modernization Program (DHMSM) - CLARIVA; Joint Knowledge Online (JKO); Integrated Personnel and Pay System - Army - Enlisted (IPPS-A Enlisted); Integrated Personnel and Pay System - Army - Guard (IPPS-A Guard); Integrated Personnel and Pay System - Army - Officer (IPPS-A Officer); Integrated Personnel and Pay System - Army - Reserve (IPPS-A Reserve); 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 Standard Integrated Personnel System Active - Enlisted (NSIPS Active Enlisted); Navy Standard Integrated Personnel System Reserve - Enlisted (NSIPS Reserve Enlisted); Navy Standard Integrated Personnel System Active - Officer (NSIPS Active Officer); Navy Standard Integrated Personnel System Reserve - Officer (NSIPS Reserve Officer); Navy Training Management and Planning System (NTMPS)
Other Federal Information Systems include: Center for Medicare and Medicaid Services (CMS) information system for the National Provider Identification Number

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

- | | |
|---|--|
| <input type="checkbox"/> E-mail | <input type="checkbox"/> Official Form (Enter Form Number(s) in the box below) |
| <input checked="" type="checkbox"/> In-Person Contact | <input type="checkbox"/> Paper |
| <input type="checkbox"/> Fax | <input type="checkbox"/> Telephone Interview |
| <input checked="" type="checkbox"/> Information Sharing - System to System | <input checked="" type="checkbox"/> Website/E-Form |
| <input type="checkbox"/> Other (If Other, enter the information in the box below) | |

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

In-Person Contact - Data on contractors and volunteers is manually entered into the DMHRSi system.

Information Sharing from System to System – DMHRSi collects data through formal data interfaces with DoD and Service/Federal personnel systems listed in 1i above.

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.

FILE NUMBER: 911-29
FILE TITLE: Defense Medical Human Resource System – Internet (DMHRSi)
DISPOSITION: Temporary. Cut off upon notification of separation or termination from MHS assignment and/or employment. Destroy 4 years 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.

5 USC 301, Departmental Regulations; 10 USC 136, Under Secretary of Defense for Personnel and Readiness; EO 12656, Assignment of Emergency Preparedness Responsibilities; DoDD 5136.01, Assistant Secretary of Defense for Health Affairs (ASD(HA)); DoDI 1322.24, Medical Readiness Training; and EO 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: 05/31/2025