

US Department of Health and Human Services

Third Party Websites and Applications Privacy Impact Assessment

Date Signed:

May 02, 2022

OPDIV:

IHS

Name:

T-TAQ (TeamSTEPPS Teamwork Attitudes Questionnaire)

TPWA Unique Identifier:

T-2170638-973933

Is this a new TPWA?

Yes

Will the use of a third-party Website or application create a new or modify an existing HHS/OPDIV System of Records Notice (SORN) under the Privacy Act?

No

If SORN is not yet published, identify plans to put one in place.

null

Will the use of a third-party Website or application create an information collection subject to OMB clearance under the Paperwork Reduction Act (PRA)?

Yes

Indicate the OMB approval number and approval number expiration date (or describe the plans to obtain OMB clearance).

OMB Approval OMB No. 0917-0036

Indicate the OMB approval number expiration date (or describe the plans to obtain OMB clearance).

Expiration Date: 2/28/25, 12:00 AM

Describe the plans to obtain OMB clearance.

Explanation: OMB Approved Feb 28, 2022

Does the third-party Website or application contain Federal Records?

No

Describe the specific purpose for the OPDIV use of the third-party Website or application:

The T-TAQ (TeamSTEPPS Teamwork Attitudes Questionnaire) will evaluate several teams at Colorado River Service Unit attitudes towards team work. Will use the T-TAQ. The T-TAQ is a tool for measuring individual-level attitudes towards teamwork in health care. The information will be used to identify areas of need (gaps) and develop a tailored TEAMSTEPPS training.

Have the third-party privacy policies been reviewed to evaluate any risks and to determine whether the Website or application is appropriate for OPDIV use?

Yes

Describe alternative means by which the public can obtain comparable information or services if they choose not to use the third-party Website or application:

The public will be unable to obtain comparable information or services if they elect not to participate in the survey. The T-TAQ (TeamSTEPPS Teamwork Attitudes Questionnaire) using Survey Monkey will be collected on site within the Colorado River Service Unit, a Indian Health Service facility. There will be no other point of data collection.

Does the third-party Website or application have appropriate branding to distinguish the OPDIV activities from those of nongovernmental actors?

Yes

How does the public navigate to the third party Website or application from the OPDIV?

An external hyperlink from an HHS Website or Website operated on behalf of HHS

Please describe how the public navigate to the thirdparty website or application:

The public is unable to access the third party website. The link to the T-TAQ (TeamSTEPPS Teamwork Attitudes Questionnaire) on the Survey Monkey website is only available on the Colorado River Service Unit staff via web link which will sent by Office of Quality (OQ) Staff.

If the public navigate to the third-party website or application via an external hyperlink, is there an alert to notify the public that they are being directed to anongovernmental Website?

No

Has the OPDIV Privacy Policy been updated to describe the use of a third-party Website or application?

No

Provide a hyperlink to the OPDIV Privacy Policy:

<https://www.ihs.gov/privacypolicy/>

Is an OPDIV Privacy Notice posted on the third-part website or application?

No

Is PII collected by the OPDIV from the third-party Website or application?

No

Will the third-party Website or application make PII available to the OPDIV?

No

Describe the PII that will be collected by the OPDIV from the third-party Website or application and/or the PII which the public could make available to the OPDIV through the use of the third-party Website or application and the intended or expected use of the PII:

No Personally Identifiable information will be collected in the T-TAQ (TeamSTEPPS Teamwork Attitudes Questionnaire). All data collected will be protected and individual responses will not be released to the public. The public does not have access to the secure Survey Monkey account operated by the Indian Health Service survey team. The information collected is as follows:

1. Everyone on the team is engaged with the work of our team.
2. This team works well together.
3. The team is productive.
4. Providers in this office are engaged with the improvement work of this practice.
5. Team members communicate well with one another.
6. Constructive feedback is given by the team.
7. Team members are familiar with each other's job responsibilities.
8. The team uses effective decision making processes and problem solving skills.
9. I am kept well aware of information I need to do my job well.

10. We have structured communication to bring all team members up to date on important work details (e.g. huddles, rounds or debriefs)
11. Our structured communication strategies work well.
12. Team members trust each other.
13. Morale on this team is high.
14. Team members support each other.
15. There are no feelings among team members that divide the team.
16. The team resolves conflicts soon after they occur
17. I feel free to express my opinions and ideas.
18. I have an influence on team decisions
19. Team members can openly discuss their own work problems and issues.
20. Team members show consideration for needs and feelings of other team members.
21. I feel free to speak up if I have a patient safety concern.
22. There is a strong sense of hierarchy on this team, with some individuals having much more power than others.
23. Hierarchy is a problem on our team. The differences in power limit some people from speaking up.
24. I am able to work at the top of my scope more than 80% of the time.
25. Significant portions of my work could be completed by a team member whose scope of practice is smaller than mine.
26. I am not utilizing the full scope of my practice in my day to day work on this team.
27. Work processes in this practice are efficient.
28. Workflow is a problem in this practice and needs to be improved.
29. Which work processes work well in this practice? (e.g. appointment scheduling, referrals, follow-up)
30. Which work processes do not work well and need to be improved? (e.g. appointment scheduling, referrals, follow up)
31. Feel free to add any other comment

Describe the type of PII from the third-party Website or application that will be shared, with whom the PII will be shared, and the purpose of the information sharing:

No personally identifiable information will be collected or shared.

If PII is shared, how are the risks of sharing PII mitigated?

No personally identifiable information will be collected or shared.

Will the PII from the third-party website or application be maintained by the OPDIV?

No

Describe how PII that is used or maintained will be secured:

No personally identifiable information will be collected or shared.

What other privacy risks exist and how will they be mitigated?

The survey team and survey administrators who have access to Survey Monkey and its analytic applications will not compare the results to any other facility who took the survey in an attempt to identify them. The survey results are solely for the purposes of improving the team dynamics and communication to maintain/increase patient safety care provided within the Colorado Service Unit. The results are protected by only using the information on Survey Monkey ONLY. There is no need for further protections, as again, there is no PII collected.

The results will be used internally (IHS ONLY) for quality improvement purposes. Will be stored and used only on the Survey Monkey application by administrators and destroyed when no longer needed and will only be shared within IHS for quality improvement purposes.