

**Centers for Medicare & Medicaid Services** 

# **Enterprise Privacy Policy Engine Cloud (EPPE)**

### Limited Data Set (LDS) Approval Workflow Training Module-DUA Re-Assignment

Version 2.0 01/22/2024

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### 1 Overview

This Training Guide will cover the following:

- · How to request for an initial DUA Re-Assignment
- How to perform a Change Contact Request
- How to perform an Ad Hoc Request
- How to request for a new user role

### 1.1 EPPE Access Prerequisites

Before continuing this training, please complete the following:

- Obtain Identity Management (IDM) Credentials, Multi-Factor Authentication (MFA), and EPPE Access: <u>https://www.cms.gov/files/document/eppeidm.pdf</u>
- Access CMS Portal: <u>https://portal.cms.gov/</u>

### 1.2 Icons Used Throughout the EPPE System

A red asterisk denotes that a field is required to be entered.

The question mark icon, when selected, will display field specific help.

?

### 2 DUA Re-Assignment

DUA Re-Assignment is a process that moves existing DUAs to their respective DUA Requester. This process can be done in one of three ways.

Table 1: Dl	JA Re-/	Assignment	Types
-------------	---------	------------	-------

Туре	Definition
Initial Re-Assignment	Upon the initial login of a new DUA Requester any DUA entered previously by data entry will transfer over to the Requester's ownership.
Change Contact	DUA Requesters can request to take ownership or give ownership of a DUA to another DUA Requester within their organization. These DUAs could have been created by CMS or another DUA Requester. Change Contact Requests are approved by the LDS DMT.
	<b>Note</b> : This process is different from the Contact Change process that involves updating, adding, or removing Custodians or Requesters of a DUA.
Ad Hoc Request	DUA Requesters can request to take ownership of a DUA from another organization of which they are not currently assigned to as a Requester. These DUAs could have been created by CMS or another DUA Requester. Ad Hoc Requests are approved by the EPPE Administrators.

### 2.1 Initial Re-Assignment

When a Requester logs into the EPPE system for the first time they will need to take ownership of re-assigned DUAs.

1. Log into EPPE and scroll down to review the My Re-Assigned DUA(s) table.

Figure 1: DUA Re-Assignment Block – My Re-Assigned DUA(s)

	EPPE Enterprise Privacy F	Policy Engine		Logged Ir	As: DUA Requester \$	B USER GUIDES	LINUS_VAN_PELT
ñ	NEW / RE-USE DUA	MY DUA(s)	RE-ASSIGN DUA(s)		DUA SEARCH:	٩	Advanced Search
0	Welcome, Linus Van Your last login was 0 You are now logged	Pelt. 11/11/2024 at 3:5 in with the <i>DUA I</i>	2:50 PM Requester role.				
Wel	come to EPI	PE					
EPPE is a	an application that strea	mlines the proce	ss of requesting data from th	e Centers for Medicare & Medicaid Services (	CMS) via an online Data Use Agre	ement (DUA).	
Goals:							
• Re • Tr • Pr	educe the amount of tim ansition from a paper-ba ovide a 100% traceable	e to process a DU ased to an automa record of CMS dat	A. ated process. a disclosures.				
Trainir	ng Materials:						
Visit the	EPPE web page on cms	.gov, to download	Training Slide Decks for the	following:			
• Co • LD	ontractor Approval Work OS Approval Workflow.	flow.					
DUA I	Re-assignment	Block					
My Re Ackn	e-assigned DUA	(s)					
DUA	Number	🗘 Organ	ization	Customer Type	Requester ‡	Status 🌐	Actions
CONT	-2024-70002	ABC O	rganization	Contractor	Linus Van Pelt	In Progress	View
LDSS-	2024-70003	ABC O	rganization	Limited Data Set	Linus Van Pelt	In Progress	View

2. Click the Acknowledge & Accept button.

The DUA Re-Assignment pop-up is displayed.

Figure 2: DUA Re-Assignments Pop-up

DUA Re-Assignments		×
The following DUA(s) will be re-assigned to you:		
• CONT-2024-70002		
• LDSS-2024-70003		
I accept the above DUA(s).		
lagree.*		
	Accept	<u>Cancel</u>
3. Click the I agree check	box.	

4. Click Accept.

The message, "<Number> DUA(s) were successfully re-assigned to you." is displayed.

Figure 3: DUA Re-Assignment Block – My Re-Assigned DUA(s) Success Message

	EPPE Enterprise Privacy F	Policy Engine		Logged in As: DUA Requester 🗘 🛛 📵 USER GUIDES 🛛 🚺 LINUS_VAN_PELT
ŵ	NEW / RE-USE DUA	MY DUA(s)	RE-ASSIGN DUA(s)	DUA SEARCH: Q Advanced Search
۲	2 DUA(s) were succes	ssfully re-assign	ed to you.	
We EPPE is	an application that strea	PE mlines the proces	ss of requesting data from t	he Centers for Medicare & Medicaid Services (CMS) via an online Data Use Agreement (DUA).

Notes:

- You will not be able to create, update, extend, or close any DUAs until taking ownership of re-assigned DUAs displayed in the DUA Initial Re-Assignment Table.
- If you are an existing Requester, any Contractor type DUAs still in the Data Entry Workflow will also be re-assigned.

### 2.2 Re-Assign DUA(s): Create Ad Hoc Request

The Requester can request DUAs from an outside organization through the Ad Hoc Request

process.

Figure 4: EPPE Welcome Screen 1

	EPPE Enterprise Privacy F	Policy Engine	Logged In As: DUA Requester	r 🗘 🔕 USER GUIDES 🚺 TESTCMSCOR
*	NEW / RE-USE DUA	MY DUA(s) RE-ASSIGN DUA(s)		DUA SEARCH: Q Advanced Search

1. Click **Re-Assign DUA(s)** to open the Re-Assignment DUA Table.

#### Figure 5: Re-Assign DUA

	EPPE Enterprise Privacy	y Policy Engine				Logged	In As: DUA Requester	¢	(B) USER GUIDES (B) TESTCMSCOR
*	NEW / RE-USE DUA	MY DUA(s) RE-ASSIG	I DUA(s)					DUA SEARCH:	Q Advanced Search
Re	Assign DUA	\(s)							
	KØJ CREATE A	ID HOC REQUEST					Status:	- Any - 🗘 Searc	h:
DU	Number 🗘	Organization $\hat{\downarrow}$	DUA Type 🗘	DUA Action	Status 🗘	Requester 🗘	Request Date 😄	Last Updated 🍦	Actions
CON	IT-2023-59703	HCD Organization	Contractor	UPDATE DUA	In Progress	Tester COR	03/22/2023	01/10/2024 - 15:58	Assign to Different Requester
CON	T-2024-70471	Alright Alright Alright	Contractor	CREATE DUA	Approved	Tester COR	01/10/2024	01/10/2024 - 15:22	Assign to Different Requester
LDS	S-2024-70470	Alright Alright Alright	Limited Data Set	CREATE DUA	Approved	Tester COR	01/10/2024	01/10/2024 - 14:35	Assign to Different Requester
CON	IT-2024-70469	Alright Alright Alright	Contractor	CREATE DUA	Approved	Tester COR	01/10/2024	01/10/2024 - 14:14	Assign to Different Requester
CON	IT-2024-70465	Alright Alright Alright	Contractor	CREATE DUA	In Progress	Tester COR		01/10/2024 - 11:49	Assign to Different Requester
CON	IT-2024-70454	Test Org	Contractor		Approved	Tester COR	01/09/2024	01/09/2024 - 15:05	Assign to Different Requester
LDS	S-2024-60296	Test Org	Limited Data Set	CREATE DUA	In Progress	Tester COR		01/09/2024 - 11:21	S Assign to Different Requester
CON	T-2023-60181	MILLIMAN, INC.	Contractor	UPDATE DUA	In Progress	Tester COR	12/27/2023	01/08/2024 - 12:10	Assign to Different Requester
CON	IT-2024-70433	Alright Alright Alright	Contractor	CREATE DUA	In Progress	Tester COR		01/08/2024 - 12:07	C Assign to Different Requester
LDS	S-2024-70432	Alright Alright Alright	Limited Data Set	CREATE DUA	In Progress	Tester COR		01/08/2024 - 11:39	S Assign to Different Requester

2. Click CREATE AD HOC REQUEST button.

The Ad Hoc Request pop-up will be displayed.

#### Figure 6: Ad Hoc Request Select Tab

Hoc Cha	nge Contact Request													E
Select	Upload Documents	Confirm												
Our recor For which Select Or	ds indicate you belong to a organization do you wisl aganization*	more than o h to initiate a	one o a Cha	ganiza Ige Co	atior	n. Ict Re	equ	est?						
Please s	elect the organization to	re-assign the	e DUA	to.		,	•							
DUA num Digits o	iber nly													
Please en	ter the DUA number that	you would lil	ike to	reque	est be	e tra	nsfe	erred						
													_	
											Ne	ĸt	Ci	anc

- 3. Select the **Organization** from the **Select Organization** drop-down menu.
- 4. Enter the **DUĂ Number**.
- 5. Click Next.

Note: Select your organization if you are a Requester for multiple organizations.

#### Figure 7: Ad Hoc Request: Upload Documents

uest uns DUA. LD33-2023-03062					
Confirm Upload Documents Comment					
jelect File					
Choose File No file chosen					
Oocument Description					
Add Document					
Document Name	÷	Description	Date Uploaded	÷	
25-EPPE_CONT_COR_DUAReAssignment (1).docx		test	01/10/2024 06:09	:02 PM Down	load
Displaying 1 - 1 of 1			Items j	per page: 10	) 🗘
		Brow	ioua	Novt	Ca

- 6. Click the **Choose File** button to select a document to upload.
- 7. Add a **Document Description** in the open text file.
- 8. Click the Add Document button to ensure its added to the request.
- 9. Click Next.

Figure 8: Ad Hoc Request: Confirm Request

Select	Upload Documents	Confirm		
0	Please review the re-assig	nment before submitt	ing your request.	
Current Current Current Reassign Reassign Reassign	Requester: Tester COR Requester's Email: tester Requester's Phone Numbe Organization Name: Alrig ned Requester: Tester COI ned Requester's Email: te ed Requester's Phone Nu ned Organization Name:	cor07@gmail.com er: 6096652030 ght Alright Alright R stercor07@gmail.com mber: 6096652030 HCD Organization		

10. Click the **Submit** button.

The message, "DUA Re-Assignment request for *<DUA number>* has been successfully submitted," is displayed.

EPPE Enterprise Priva	cy Policy Engine				Logged in	As: DUA Requester	\$	
A NEW / RE-USE DUA	A MY DUA(s) RE-ASSIGN	DUA(s)					DUA SEARCH:	Q Advanced Search
OUA Re-Assignm	ient request for LDSS-2023-59582 ha	s been successfully submit	ted.					
Re-Assign DU	A(s)							
() CREATE	AD HOC REQUEST							
						Status:	Approved 3 Searc	h:
DUA Number 🗘	Organization 🗘	DUA Type 🗘	DUA Action	Status 🗘	Requester 🗘	Request Date 🗘	Last Updated 🗘 🤤	Actions
LDSS-2023-59582	SCOPE INFOTECH, INC.	Limited Data Set		Approved	Tester COR	11/21/2023	11/21/2023 - 16:17	Request this DUA
LDSS-2022-59223	HCD Organization	Limited Data Set		Approved	Tester User	01/10/2023	11/03/2023 - 22:10	S Assign to Different Requester
LDSS-2023-59734	SCOPE INFOTECH, INC.	Limited Data Set		Approved	Tester User	08/25/2023	08/25/2023 - 17:07	S Assign to Different Requester
LDSS-2022-58269	SCOPE INFOTECH, INC.	Limited Data Set		Approved	Tester User	03/04/2022	03/04/2023 - 22:10	C Assign to Different Requester
Displaying 1 - 10 of 14				1	2 →			10 🗘

Figure 9: Ad Hoc Change Contact Request – Success Message

### 2.3 Re-Assign DUA(s): Request This DUA

You can request DUAs within the same organization through the Change Contact process. See figure 4 on how to the Re-Assign DUA(s) screen.

**Note**: This process is different than the "Contact Change" process that involves updating, adding, and removing Custodians as well as Requesters on a DUA.

Figure 10: Re-Assign DUA(s) Request This DUA

$\bigcirc$	EPPE Enterprise Priva	cy Policy Engine				Logged In a	As: DUA Requester	\$	USER GUIDES     TESTEPPEUSER
*	NEW / RE-USE DU	A MY DUA(s) RE-ASSIC	N DUA(s)					DUA SEARCH:	Q Advanced Search
Re-/	Assign DU	A(s)							
							Status:	- Any - 🗘 Searc	h: LDS
DUA	Number 🗘	Organization	DUA Type 🗘	DUA Action	Status 🗘	Requester 🗘	Request Date 🗘	Last Updated 🗘 🤤	Actions
LDSS	-2023-70287	HCD Organization	Limited Data Set	CREATE DUA	In Progress	Tester User		01/08/2024 - 05:20	Assign to Different Requester
LDSS	-2023-60229	HCD Organization	Limited Data Set	CREATE DUA	In Progress	Tester COR		12/19/2023 - 15:00	C Assign to Different Requester
LDSS	-2023-70174	HCD Organization	Limited Data Set	CREATE DUA	In Progress	Tester User		12/15/2023 - 16:21	Assign to Different Requester
LDSS	-2023-70169	HCD Organization	Limited Data Set	CREATE DUA	In Progress	Tester User		12/13/2023 - 01:27	C Assign to Different Requester
LDSS	-2023-70022	HCD Organization	Limited Data Set	CREATE DUA	In Progress	Tester User		11/24/2023 - 18:55	C Assign to Different Requester
LDSS	-2023-59582	SCOPE INFOTECH, INC.	Limited Data Set		Approved	Tester COR	11/21/2023	11/21/2023 - 16:17	Request this DUA
LDSS	-2023-60152	HCD Organization	Limited Data Set	CREATE DUA	In Progress	Tester User		11/21/2023 - 15:32	Assign to Different Requester
LDSS	-2023-60128	SCOPE INFOTECH, INC.	Limited Data Set	CREATE DUA	In Progress	Tester User		11/20/2023 - 07:09	Assign to Different Requester
LDSS	-2023-60102	SCOPE INFOTECH, INC.	Limited Data Set	CREATE DUA	In Progress	Tester User		11/14/2023 - 08:38	C Assign to Different Requester
LDSS	-2023-60085	SCOPE INFOTECH, INC.	Limited Data Set	CREATE DUA	In Progress	Tester COR		11/13/2023 - 10:57	Request this DUA

1. Click the Request this DUA action.

#### Figure 11: Request this DUA Confirm Tab

<ul> <li>Requesting the re-assignment of this DUA from another requester in your organization will make you the owner of the DUA and allow you full access to the DUA in EPPE.</li> <li>Current Requester's Tester COR Current Requester's Phone Number: 609652030 Current Organization Name: SCOPE INFOTECH, INC. Reassigned Requester's Email: tu895220gmail.com Reassigned Requester's Email: tu895240gmail.com Reassigned Requester's Reassigned Requester'</li></ul>	Confirm	Upload Documents	Comment	
Current Requester's Email: testercor07@gmail.com Current Requester's Email: testercor07@gmail.com Current Requester's Phone Number: 6096652030 Current Organization Name: SCOPE INFOTECH, INC. Reassigned Requester: Tester User Reassigned Requester's Hone Number: 443239444 Reassigned Requester's Dhone Number: 443239444 Reassigned Organization Name: SCOPE INFOTECH, INC.	<b>0</b> R	Requesting the re-assignm he owner of the DUA and	ent of this DUA from another requester in your organization will mailed with the second se	ake you
Current Requester's Email: testerco70"@gmail.com Current Requester's Phone Number: 6096652030 Current Organization Name: SCOPE INFOTECH, INC. Reassigned Requester's Email: tus9522@gmail.com Reassigned Requester's Phone Number: 4432394444 Reassigned Organization Name: SCOPE INFOTECH, INC.	Current Re	quester: Tester COR		
Current Organization Name: SCOPE INFOTECH, INC. Reassigned Requester's Email: tu89522@gmail.com Reassigned Organization Name: SCOPE INFOTECH, INC.	Current Re	quester's Email: testero	or07@gmail.com	
Reassigned Requester: Tester User Reassigned Requester's Demail: tu89522@gmail.com Reassigned Requester's Phone Number: 4432394444 Reassigned Organization Name: SCOPE INFOTECH, INC.	Current De	AUAPTAP'E BRABA MUBBB	FI NUMBER / U.S.	
Reassigned Requester's Email: tu8952/20gmail.com Reassigned Requester's Phone Number: 4432394444 Reassigned Organization Name: SCOPE INFOTECH, INC.	Current Re Current Or	ganization Name: SCOF	E INFOTECH, INC.	
Reassigned Requester's Phone Number: 4432394444 Reassigned Organization Name: SCOPE INFOTECH, INC.	Current Re Current Or Reassigned	ganization Name: SCOF d Requester: Tester User	E INFOTECH, INC.	
	Current Re Current Or Reassigned Reassigned	ganization Name: SCOF d Requester: Tester User d Requester's Email: tut	E INFOTECH, INC.	
	Current Re Current Or Reassigned Reassigned Reassigned Reassigned	guester's Phone Numbe ganization Name: SCOF d Requester: Tester User d Requester's Email: tut d Requester's Phone Nur d Organization Name: S	r outposzdau IE INFOTECH, INC. 19522@gmail.com hber: 443239444 COPE INFOTECH, INC.	
	Current Re Current Or Reassigned Reassigned Reassigned Reassigned	quester's Phone Numbe ganization Name: SCOF d Requester: Tester User d Requester's Email: tut d Requester's Phone Nur d Organization Name: S	rf europassau EINFOTECH, INC. 39522@gmail.com hber: 4432394444 COPE INFOTECH, INC.	

2. Click Next.

The Upload Documents tab opens.

Figure 12: Request this DUA Upload Documents Tab

	Upload Documents	Comment			
Select File Choose	File No file chosen				
Documen	t Description				
			 ß		
Add D	ocument				
D	ent Name		Description	Date Uploaded	
Docume			test	01/10/2024 06:09:0	02 PM Download
25-EPPE	_CONT_COR_DUAReAssign	nment (1).docx			

- 3. Click the **Choose File** button to select a document to upload.
- 4. Add a **Document Description** in the open text file.
- 5. Click the Add Document button to ensure its added to the request.
- 6. Click Next.

The Comment tab opens.

#### Figure 13: Request this DUA Comment Tab

equest this	DUA: LDSS-2023-59582			×
Confirm	Upload Documents	Comment		
Add Comm	nent ent is optional.			
Content limit	ed to 2000 characters, remaini	ng: <b>2000</b>		

- 7. Add a comment as needed.
- 8. Click Submit

The message, "DUA Re-Assignment request for *<DUA number>* has been successfully submitted," is displayed.

#### Figure 14: Re-Assign DUAs - Request this DUA Success Message

EPPE Enterprise Priva	cy Policy Engine				Logged in A	As: DUA Requester	÷	
A NEW / RE-USE DU/	A MY DUA(s) RE-AS	SIGN DUA(s)					DUA SEARCH:	Q Advanced Search
DUA Re-Assignm	ent request for LDSS-2023-595	82 has been successfully sub	mitted.					
Re-Assign DU	A(s)							
() CREATE	AD HOC REQUEST							
						Status:	Approved \$ Search	:h:
All								
DUA Number 🤤	Organization	C DUA Type C	DUA Action	Status 🗘	Requester 🗘	Request Date 0	Last Updated 🗘 🤤	Actions
LDSS-2023-59582	Organization SCOPE INFOTECH, INC.	DUA Type     Limited Data Set	DUA Action	Status 0	Requester 0	Request Date 0	Last Updated 🗘	Actions
LDSS-2023-59582	Organization SCOPE INFOTECH, INC. HCD Organization	DUA Type     Limited Data Set     Limited Data Set	CUA Action	Status   Approved  Approved	Requester 0 Tester COR Tester User	Request Date         \$           11/21/2023         01/10/2023	Last Updated 11/21/2023 - 16:17 11/03/2023 - 22:10	Actions © Request this DUA © Assign to Different Requester
LDSS-2022-59582 LDSS-2022-59223 LDSS-2022-59734	Organization SCOPE INFOTECH, INC. HCD Organization SCOPE INFOTECH, INC.	DUA Type     Limited Data Set     Limited Data Set     Limited Data Set	DUA Action	Status     Composed       Approved     Approved       Approved     Approved	Requester 0 Tester COR Tester User Tester User	Request Date         Image: Control of the second seco	Last Updated 11/21/2023 - 16:17 11/03/2023 - 22:10 08/25/2023 - 17:07	Actions © Request this DUA © Assign to Different Requester © Assign to Different Requester
LDSS-2023-59562 LDSS-2023-59582 LDSS-2022-59223 LDSS-2023-59734 LDSS-2022-58269	Organization SCOPE INFOTECH, INC. HCD Organization SCOPE INFOTECH, INC. SCOPE INFOTECH, INC.	DUA Type     Limited Data Set     Limited Data Set     Limited Data Set     Limited Data Set     Limited Data Set	DUA Action	Status         O           Approved         Approved           Approved         Approved           Approved         Approved	Requester 0 Tester COR Tester User Tester User Tester User	Request Date         0           11/21/2023         0           01/10/2023         0           08/25/2023         0           03/04/2022         0	Last Updated 11/21/2023 - 16:17 11/03/2023 - 22:10 08/25/2023 - 17:07 03/04/2023 - 22:10	Actions Request this DUA CASign to Different Requester CASign to Different Requester CASign to Different Requester

### 2.4 Re-Assign DUA(s): Assign to Different Requester

You re-assign DUAs within the same organization through the Change Contact process. See figure 4 on how to the Re-Assign DUA(s) screen.

Figure '	15:	Re-A	ssian	DUA(	s) –	Assian	to I	Different	Reg	luester
					-,					

Enterprise Priv	acy Policy Engine							Logged in	AS: DUA Reques	ter		*		USER GUIDES	EPPEUSE
NEW / RE-USE DL	UA NY DUA(s)	RE-ASSIG	NDUA(s)								DUA SEARCH:			Q Advanc	ed Search
Re-Assign DU	JA(s)														
(S) CREAT	E AD HOC REQUEST														
									s	tatus:	Approved 0	Searc	ch:		
DUA Number 🛛 🗘	Organization	:	DUA Type		C DUA	Action	🗘 Status 🗘	Requester 0	S Request Date	tatus:	Approved 0	Searc	ch:	Actions	
DUA Number 0	Organization SCOPE INFOTECT	), INC.	DUA Type	ata Set	0 DUA	Action	C Status C Approved	Requester 0	Request Date	tatus:	Approved \$ Last Updated 11/21/2023 - 16:17	Searc	ch:	Actions	
DUA Number 0 LDSS-2023-59582 LDSS-2022-59223	Organization SCOPE INFOTECH HCD Organization	; INC.	DUA Type Limited Da	ata Set ata Set	0 DUA	Action	C Status C Approved Approved	Requester 0 Tester COR Tester User	S Request Date 11/21/2023 01/10/2023	tatus:	Approved C Last Updated 11/21/2023 - 16:17 11/03/2023 - 22:10	\$earc	ch:	Actions	ter
DUA Number 0 LDSS-2023-59582 LDSS-2022-59223 LDSS-2023-59734	Organization SCOPE INFOTECH HCD Organizatio	; INC. ;	DUA Type Limited Da Limited Da	ata Set ata Set ata Set	0 DUA	Action	Status     Approved     Approved     Approved	Requester COR Tester COR Tester User Tester User	S Request Date 11/21/2023 01/10/2023 08/25/2023	¢	Approved \$ Last Updated 11/21/2023 - 16:17 11/03/2023 - 22:10 08/25/2023 - 17:07	\$earc	ch:	Actions Request this DUA Assign to Different Request Assign to Different Request	ter

1. Click the Assign to Different Requester action.

Figure 16: Assign <DUA Number> to Another User Select New Requester Tab

sign LDSS-2022-59223 to a	another user		l
Select New Requester	Confirm	Comment	
Your Organization: HCD O	rganization		
Select the new requester.		-	

- 2. Choose a new requester from the dropdown.
- 3. Click Next.

The Confirm tab opens.

Figure 17: Assign <DUA Number> to Another User Confirm Tab



4. Click Next.

The Comment tab opens.

Figure 18: Assign <DUA Number> to Another User Comment Tab

sign LDSS-2022-59223 te	o another use	er			l
Select New Requester	Confirm	Comment			
Add Comment					
A comment is optional.					
Content limited to 2000 charact	ters, remaining: <b>2</b>	000	6		

5. Add a comment as needed.

#### 6. Click Submit

The message, "DUA Re-Assignment request for *>DUA number* has been successfully submitted," is displayed.

EPPE Enterprise Priva	cy Policy Engine					Logged In	As: DUA Requester	0		TESTEPPEUSER
A NEW / RE-USE DUA	MY DUA(s)	RE-ASSIGN DU	JA(s)					DUA SEARCH:	م	Advanced Search
DUA Re-Assignm	ent request for LDSS-20	22-59223 has	been successfully sub	omitted.						
Re-Assign DU	A(s)									
I CREATE	AD HOC REQUEST									
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Figure 19: Re-Assign DUAs Assign to Different Requester Success Message

### 3 Acronyms

The following are acronyms used within the EPPE system.

### Table 2: Acronyms

Acronym	Definition
CMS	Centers for Medicare and Medicaid Services
COR	CMS Contact (COR)
DMT	DUA Management Team
DUA	Data Use Agreement
EPPE	Enterprise Privacy Policy Engine
IDM	Identity Management
MFA	Multi-Factor Authentication
PDF	Portable Document Format

# 4 EPPE Help Desk Information

EPPE Help Desk Contact Information

Hours of Operation: Monday - Friday 9:00 AM to 6:00 PM EST

844-EPPE-DUA (844-377-3382)

### eppe@cms.hhs.gov

**Note**: For information on policies, forms, and other LDS DUA related information, please refer to the <u>Limited Data Set (LDS)</u> page.