

Computer Match Agreement (CMA)

Summary Description:

A Computer Match Agreement (CMA) is a written compact that establishes the conditions, safeguards, and procedures under which CMS agrees to disclose data where there is a computerized comparison of two or more automated System of Records (SORs). A "matching program" is any computerized comparison of two or more System of Records (SORs), or a SOR with non-Federal records for the purpose of (1) establishing or verifying eligibility or compliance with law or regulations of applicants or recipients / beneficiaries, or (2) recouping payments or overpayments. The definition also encompasses matches involving Federal personnel or payroll records. In conjunction with a CMA, an [Inter/Intra-agency Agreement \(IA\)](#) is also prepared when the SOR(s) involved in the comparison are the responsibility of another Federal agency.

Status:

Conditionally Mandatory - All funded and in-house IT projects must prepare a Computer Match Agreement (CMA) when any computerized comparison of two or more System of Records (SORs) will occur. This also encompasses matches involving Federal personnel or payroll records. In conjunction with a CMA, an [Inter/Intra-agency Agreement \(IA\)](#) is also prepared when the SOR(s) involved in the comparison are the responsibility of another Federal agency.

Timeframe:

A Computer Match Agreement (CMA), as well as an associated [Inter/Intra-agency Agreement \(IA\)](#) if necessary, is initiated and completed during the [Design & Engineering Phase](#) based on the conditions described above. The completed CMA, and the associated IA if necessary, is subsequently processed through a formal review and clearance process that begins during the Design & Engineering Phase and must be completed by the end of the [Implementation & Testing Phase](#).

Responsible Reviewing Components:

[OIS/EDG/DPCDD](#) is the CMS component that has the primary decision authority over the need for a Computer Match Agreement (CMA), requirements for its creation, and acceptance of the end product in meeting the information needs.

Primary Information Exchange Partners:

The following are the primary stakeholders who have an interest in the content of the Computer Match Agreement (CMA):

[Privacy Officer](#)
[OIS/SSG](#)

CMS Data Center Staff
[Beneficiary Confidentiality Board \(BCB\)](#)
[Data Integrity Board \(DIB\)](#)
DHHS Office of General Council (OGC)
[Chief Information Officer \(CIO\)](#)
CMS Administrator

Government Responsibilities:

The [Project Owner/Manager](#) is responsible for ensuring that the [System Owner/Manager](#) prepares and/or approves the initial Computer Match Agreement (CMA). The Project Owner/Manager and/or the System Owner/Manager forward the completed CMA to [OIS/EDG/DPCDD](#) to begin the formal review and clearance process.

Contractor Responsibilities:

Not Applicable

Content:

The following is a general outline of the expected content of a Computer Match Agreement (CMA):

NAME:

SECURITY CLASSIFICATION:

PARTICIPATING AGENCIES:

AUTHORITY FOR CONDUCTING MATCHING PROGRAM:

PURPOSE(S) OF THE MATCHING PROGRAM:

CATEGORIES OF RECORDS AND INDIVIDUALS COVERED BY THE MATCH:

INCLUSIVE DATES OF THE MATCH:

Examples of existing CMAs that have been published in the Federal Register can be found on the CMS Internet at: <http://www.cms.hhs.gov/privacyact/cmas.asp>.

Guidance:

For additional information and assistance regarding the preparation, formal review and clearance of a Computer Match Agreement (CMA), contact [OIS/EDG/DPCDD](#).

Review Process:

The Computer Match Agreement (CMA) is reviewed/approved by internal CMS components (i.e., System Owner/Manager, and CMS Security, Privacy, and Data Center Staff). After approval is received from the CMS Privacy Officer, the CMA is forwarded to the Beneficiary Confidentiality Board (BCB) staff electronically for the BCB staff to

send to all BCB members for review. The BCB will determine concurrence/non-concurrence via an email "polling" process. After BCB approval is obtained, the CMA is forwarded to the Data Integrity Board (DIB) for approval. After DIB approval is obtained, the CMA is signed by CMS's Chief Information Officer (CIO) and is then forwarded to the CMS Administrator for approval to publish in the *Federal Register*.

Date Created/Modified:

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