INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-330-98-002

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

Item 912-03 is superseded by DAA-0330-2013-0012-0004 and DAA-0330-2013-0012-0014

Item 912-07 is superseded by DAA-0330-2013-0012-0004 and DAA-0330-2013-0012-0014

Date Reported: 04/13/2021

TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)
WASHINGTON, DC 20408

JOB NUMBER
N1-330-98-2

DATE RECEIVED
7-27-98

LEAVE BLANK (NARA use only)

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

DATE	ARCHIVIST OF THE UNITED STATES
11-16-98	John W. Carl

1. FROM (Agency or establishment)
Department of Defense

2. MAJOR SUBDIVISION
Department of Defense

3. MINOR SUBDIVISION
WHS, C&D, Directives and Records (Records Section)

4. NAME OF PERSON WITH WHOM TO CONFER
Jesse McNeal

5. TELEPHONE
(703) 695-0970

6. AGENCY CERTIFICATION

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

[X] is not required; [ ] is attached; or [ ] has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
11-7-98	H. D. Neeley	OSD Records Administrator

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	912-03 Continuing Nursing Education Program Records	N1-330-91-2 88-3, Item 912-03	
2	912-07 Continuing Medical Education Program Records	N1-330-88-3, Item 912-07	
	See Attached		

NOV 30 1998 MHV Copy to Agency
NW MW

1. 912-03 Continuing Nursing Education Program Records.

Individual nursing program records containing documentation required for accreditation by the American Nurses Credentialling Center's Commission of Accreditation.

Disposition: COFF annually (CY), hold in CFA for 5 years, DEST 5 years after COFF.

   912-03a Electronic versions of records created by the electronic mail and word processing applications.

Disposition. Delete when file copy is generated or when no longer needed for
        reference or updating.

Note to appraiser: This change reducing the destruction period from 10 years to 5 years is requested because The American Nurses Credentialing Center's Commission on Accreditation requires that these records be kept for only 5 years. This is sufficient time to maintain the records for reference.

2. 912-07 Continuing Medical Education Program Records.

Continuing CME Program records containing documentation required for accreditation by the Accrediting Council for Continuing Medical Education (ACCME), the American Nurses Credentialling Center's Commission of Accreditation, or other CME accrediting body.

Disposition: COFF annually (CY) , hold in CFA 6 years, DEST 6 years after COFF.

   912-07a Electronic versions of records created by the electronic mail and word
        processing applications.

Disposition. Delete when file copy is generated or when no longer needed for
        reference or updating.

Note to appraiser: This change reducing the destruction period from 10 years to 6 years is requested because The Accreditation Council for Continuing Medical Education authorizes retention of the records for 6 years. Longer retention is not required.