

Request for Records Disposition Authority

Records Schedule Number DAA-0510-2014-0001

Schedule Status Approved

Agency or Establishment Agency for Health Care Research and Quality

Record Group / Scheduling Group Records of the Agency for Health Care Policy and Research

Records Schedule applies to Agency-wide

Schedule Subject AHRQ Guest Researcher Agreement Documentation

Internal agency concurrences will No
be provided

Background Information This Guest Researcher Agreement governs the conditions under
which an individual may be invited to be a Guest Researcher at
AHRQ and defines responsibilities of the various parties involved.

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

GAO Approval

Outline of Records Schedule Items for DAA-0510-2014-0001

Sequence Number	
1	AHRQ Guest Researcher Agreement Disposition Authority Number: DAA-0510-2014-0001-0001

Records Schedule Items

Sequence Number	
1	AHRQ Guest Researcher Agreement
<p>Disposition Authority Number DAA-0510-2014-0001-0001</p> <p>Agreements are received in paper format. Documents are converted to PDF format and maintained by the Office of Management Services. The Agreement includes the purpose of the assignment, duties and responsibilities, manner of supervision, a description of the researcher's skills and background, length of the assignment and a description of any necessary support.</p>	
Final Disposition	Temporary
Item Status	Active
Is this item media neutral?	Yes
Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
Do any of the records covered by this item exist as structured electronic data?	Yes
<p>Disposition Instruction</p> <p>Cutoff Instruction Cutoff when individual completes work at AHRQ.</p> <p>Retention Period Destroy 3 year(s) after Cutoff</p>	
<p>Additional Information</p> <p>GAO Approval Not Required</p>	

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
03/21/2014	Certify	Patricia Bosco	Program Analyst	Information Technology - Records Management
11/12/2014	Submit for Conurrence	Katherene Kim	Archivist	National Archives and Records Administration - Records Management Services
11/12/2014	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
11/13/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/13/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist