

# REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

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

1. FFCM (Agency or establishment)  
Department of Health and Human Services

2. MAJOR SUBDIVISION  
Public Health Service

3. MINOR SUBDIVISION  
Agency for Health Care Policy and Research

4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE  
Johanna O. Bonnelyc *2 15 94* 301-443-2055

## 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 2 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,

is not required;  is attached; or  has been requested.

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
Mar. 7, 1994	<i>A. Prentice Barnes, Sr.</i>	DHHS Records Management Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Approval is requested for the Clinical Practice Guidelines of the Office of the Forum, AHCPR, as attached.</p> <p>Following approval, this schedule will become item 13.B of the AHCPR Records Disposition Schedule, job number NI 510-94-01</p>		

LEAVE BLANK (NARA use only)	
JOB NUMBER	
NI 510-94-3	
DATE RECEIVED	
4-15-94	
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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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
11-18-94	<i>Archivist of the United States</i>

Office of the Forum

1. A. Literature Analysis Reports and Meeting Minutes related to the production of the clinical practice guidelines.

PERMANENT: Cut off upon publication of guideline or report. Transfer to the FRC when 1 year old. Transfer to the National Archives when 20 years old.

Volume: Less than one cubic foot.

B. Remaining Records

TEMPORARY: Cut off upon publication of guideline or report. Transfer to the FRC when 1 year old. Destroy when 25 years old.

James E. Owens  
James E. Owens  
AHCPR Records Management Officer

November 4, 1994  
Date

John Carrick  
John Carrick  
Chief, Information Resource Management Branch

11/21/94  
Date

Susan Green Merewitz

Susan Green Merewitz  
Senior Attorney, Office of General Counsel

Jan 26 1994

Date

Gary R. Barbarash

Gary R. Barbarash  
Director, Office of Management

2/18/94

Date