

Request for Records Disposition Authority

Records Schedule Number DAA-AFU-2017-0005
Schedule Status Approved

Agency or Establishment Department of the Air Force
Record Group / Scheduling Group Air Force Undifferentiated
Records Schedule applies to Agency-wide
Schedule Subject Genetic laboratory studies (cytogenetic/molecular)
Internal agency concurrences will be provided No

Background Information Genetic laboratory studies (cytogenetic/molecular) consisting of diagnostic studies/records are to be maintained for 20 years per guidelines of the College of American Pathologist (CAP), the institution responsible for certification of laboratories. However, requesting a 30-year disposition to align with the 30-year AF Bucket Schedule project. Copies will also be filed in inpatient/outpatient medical records will copies will follow medical records disposition instructions. This is an unscheduled record. Recommend Table 44-08 Genetic Studies with Rule 1 being Genetic laboratory studies (cytogenetic/molecular).

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-AFU-2017-0005

Sequence Number

1

Genetic laboratory studies (cytogenetic/molecular) Disposition Authority Number: DAA-AFU-2017-0005-0001
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Records Schedule Items

Sequence Number					
1	<p>Genetic laboratory studies (cytogenetic/molecular)</p> <p>Disposition Authority Number DAA-AFU-2017-0005-0001</p> <p>Genetic laboratory studies (cytogenetic/molecular) consisting of Diagnostic reports, laboratory specimen records, karyotype, photographs, essays, consultative requests, and related working data which are laboratory records. Copies are filed in inpatient/outpatient medical records and copies will fall under medical records disposition instructions.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes</p> <p>Do any of the records covered by this item exist as structured electronic data? No</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Manual Citation</th> <th style="width: 50%;">Manual Title</th> </tr> </thead> <tbody> <tr> <td>T 44 - 08 R 01.00</td> <td>AF RDS</td> </tr> </tbody> </table> <p>Disposition Instruction</p> <p>Retention Period Retain at base level. Destroy after 30 years.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>	Manual Citation	Manual Title	T 44 - 08 R 01.00	AF RDS
Manual Citation	Manual Title				
T 44 - 08 R 01.00	AF RDS				

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
12/31/2016	Certify	Tommy Lee	Air Force Records Officer	AFU 0341 0461 0342 - AFU 0341 0461 0342
10/13/2017	Submit for Concurrence	Richard Noble	Senior Appraisal Archivist	National Archives and Records Administration - Records Management Services
10/24/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/24/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/25/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist