

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

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

1. FROM (Agency or establishment)  
DEPARTMENT OF THE AIR FORCE

2. MAJOR SUBDIVISION  
HQ COMMUNICATIONS AND INFORMATION CENTER

3. MINOR SUBDIVISION  
CORPORATE INFORMATION DIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
OLTHEA S. CROOM

5. TELEPHONE  
(703) 588-6194

LEAVE BLANK (NARA use only)

JOB NUMBER  
**N1-AFU-02-2**

DATE RECEIVED  
**3/25/02**

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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 **7-8-02** ARCHIVIST OF THE UNITED STATES  
*John W. Paul*

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 1 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 25 MAR 02	SIGNATURE OF AGENCY REPRESENTATIVE OLTHEA S. CROOM <i>Olthea S. Croom</i>	TITLE AIR FORCE RECORDS OFFICER
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
<i>2</i>	Electronic copies created on electronic mail and electronic input records (word processing, form filler software) will be deleted after recordkeeping copy has been produced and when no longer needed for reference, updating, revision, or dissemination.		
<i>2</i>	INPATIENT RECORDS (TABLE 41-11)  This submission adds Rule 23 to Table 41-11. Specific changes are discussed below.  Information on all categories of patients receiving extended ambulatory procedures. Air Force wish to adopt the disposition approved in the consolidated Department of Defense medical federal records schedule, Job Number N1-330-01-02 approved January 30, 2002.		

*cc Agency, NR, NWML*

TABLE 41-11

## INPATIENT RECORDS

	A	B	C	D
<b>R U L E</b>	<b>If the records are or pertain to</b>	<b>consisting of</b>	<b>which are</b>	<b>Then</b>
<b>*23</b>	Extended Ambulatory Records	information (not created using the DOD automated composite health care system) on all categories of patients receiving extended ambulatory procedures	At MTFs	Destroy 50 years after the end of the calendar year of the last treatment: (See Note) AUTH:

## NOTES:

Cut-off and transfer to NPRC 1 year after the end of the calendar year for the last date of treatment.

1