

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

*(See Instructions on reverse)*

LEAVE BLANK

JOB NO.

**NI-AFU-86-62**

DATE RECEIVED

**8-22-86**

**TO: GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3305, the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

1. FROM (Agency or establishment)

DEPARTMENT OF THE AIR FORCE

2. MAJOR SUBDIVISION

Directorate of Administration, HQ USAF

3. MINOR SUBDIVISION

Records Management Branch

4. NAME OF PERSON WITH WHOM TO CONFER

Mr. R. P. Dwyer

5. TELEPHONE EXT.

694-3494

DATE

8-25-86

ARCHIVIST OF THE UNITED STATES

*Frank S. Burke*

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 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, if required under the provisions of Title B of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE

19 AUG 1986

C. SIGNATURE OF AGENCY REPRESENTATIVE

*Grace T. Rowe*

D. TITLE

GRACE T. ROWE  
Records Management Branch  
Directorate of Administration

7. ITEM NO

B. DESCRIPTION OF ITEM  
*(With Inclusive Dates or Retention Periods)*

9. GRS OR SUPERSEDED JOB CITATION

10. ACTION TAKEN (NARS USE ONLY)

1

MEDICAL EDUCATION AND RESEARCH (Table 169-1)  
(Applicable Air Force-wide)

Continuing Health Education (CHE) programs are short term courses or education programs which maintain professional and technical knowledge or teach additional skills within the scope of the various professions and specialties utilized by the USAF Medical Service. These programs are intended to refresh officers in various aspects of their professional discipline and to inform them of new developments and techniques within their field.

Rule 4. Added to cover the CHE program records for planning and documenting CHE activities certified as Category I by the American Medical Association. The maintenance of these records is a requirement of the Accreditation Council for Continuing Medical Education (ACCME). ACCME requires adequate records documenting the planning, development, and evaluation of Category I Continuing Medical Education (CME) activities, and that these records be kept for at least six years.

*2/26/87 AF-NVA-NNM*

TABLE 169-1

MEDICAL EDUCATION AND RESEARCH

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
4	<p>continuing health education (CHE) program</p> <p>AMA/PRA: American Medical Association/Physician Recognition Award</p>	<p>records for planning and documenting CHE activities certified as Category I by the AMA/PRA</p>		<p>destroy after 6 years.</p>