

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

11 items Air Force Wide
TO: **GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, D.C. 20408**

DATE RECEIVED MAR 5 1974		LEAVE BLANK JOB NO.
NC 174-157		
NOTIFICATION TO AGENCY		
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "with-drawn" in column 10.		
3-29-74 Date		<i>James B. Rhoads</i> Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE AIR FORCE, HQ USAF
2. MAJOR SUBDIVISION
DIRECTORATE OF ADMINISTRATION
3. MINOR SUBDIVISION
DOCUMENTATION SYSTEMS DIVISION
4. NAME OF PERSON WITH WHOM TO CONFER
Mr. K. J. Bilek
5. TEL. EXT.
11-29209
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 1 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

21 FEB 1974

Herbert G. Geiger
(Signature of Agency Representative)

HERBERT G. GEIGER, Chief
Documentation Systems Division
Directorate of Administration
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p align="center">PHYSIOLOGICAL TRAINING/ THERAPY RECORDS (161-2)</p> <p align="center">(Applicable Air Force-Wide)</p> <p>See attached table 161-2, rules 9 thru 19 which have been added to this table. These rules provide disposition instructions for documentation created from the use of compression chambers in the treatment of decompression sickness and other disorders amenable to treatment by compression (hyperbaric) therapy. The recommended disposition will adequately serve all administrative and legal purposes of the Air Force.</p> <p><i>Changes in items 9, 15, 19 made with approval of K. J. Bilek.</i></p>	DLT 161-2 rules 9 thru 19	

TABLE 161-2 (Continued)

R U L E	A	B	C	D
	If documents are or pertain to	consisting of	which are	then
9 ★	Treatment Records (AF Form 1352 and SF 502)	originals		retain as permanent in patient's health record. <i>for 50 years after date of latest document</i>
10 ★		first copy	at USAFSAM	retain until no longer needed.
11 ★		other copies	at HQ USAF and MAJCOMs	
12 ★			at base training facilities	retain for 3 years, then destroy.
13 ★	Individual Dive Record and Repetitive Dive Worksheet (AF Form 1353)		completed on each individual participating inside compression chamber	give to individual.
14 ★	Compression Chamber Operation Record (AF Form 1354)		at base training facilities	destroy after 3 years.
15 ★	Compression Chamber Reactor Case Report (AF Form 1355)	original		retain as permanent in patient's health record. <i>for 50 years after date of latest document</i>
16 ★		first copy	at USAFSAM	retain until no longer needed.
17 ★		copies	at HQ USAF and MAJCOMs	
18 ★			at base training facilities	retain for 3 years, then destroy.
19 ★	Oxygen Sensitivity Tolerance/Pressure Test (AF Form 1360)			retain as permanent in individual's medical record. <i>for 50 years after date of latest document</i>