

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK	
JOB NO NCI-AU-84-30	
DATE RECEIVED 4/19/84	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
4-23-84 Date	<i>[Signature]</i> Archivist of the United States

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

1 FROM (AGENCY OR ESTABLISHMENT)
Department of the Army

2 MAJOR SUBDIVISION
Office of the Adjutant General

3 MINOR SUBDIVISION
Records Management Division

4 NAME OF PERSON WITH WHOM TO CONFER
Jean Carson

5 TEL EXT
325-0313

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.

A Request for immediate disposal

B Request for disposal after a specified period of time or request for permanent retention

C DATE 17 Apr 84	D SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> JOHN HENRY HATCHER, PhD	E TITLE ARCHIVIST OF THE ARMY
---------------------	---	----------------------------------

7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 SAMPLE OR JOB NO	10 ACTION TAKEN
	<p><u>File No. 915-02 - Patient condition reporting files.</u> Documents used to keep the chief of nursing service informed of each patient's condition and of ward activities which affect the workload and determine assignment of personnel. Included are 24-hour reports and similar or related documents.</p> <p>Proposed disposition: Destroy after 1 year.</p> <p>(THE PROPOSED DISPOSITION EXTENDS THE RETENTION TIME PERIOD FROM 1 MONTH TO 1 YEAR. LONGER RETENTION OF THESE FILES IS NEEDED FOR CONTINUING ASSESSMENT OF THE QUALITY OF NURSING CARE PROVIDED BY ARMY MEDICAL FACILITIES.)</p> <p><i>Mass Data Change sheet</i></p>		

Not Needed
Agency sent 5-7-84 by DMU.