

Request for Records Disposition Authority

Records Schedule Number DAA-0330-2014-0012
Schedule Status Approved
Agency or Establishment Office of the Secretary of Defense
Record Group / Scheduling Group Records of the Office of the Secretary of Defense
Records Schedule applies to Agency-wide
Schedule Subject Transportation Command Regulating Command and Control Evacuation System (TRAC²ES)
Internal agency concurrences will be provided No

Background Information

BACKGROUND:

On October 1, 2013, the Department of Defense established the Defense Health Agency (DHA) to manage the activities of the Military Health System. These activities include those previously managed by TRICARE Management Activity (TMA), which was disestablished on the same date.

System Title: Transportation Command Regulating Command and Control Evacuation System (TRAC²ES); Its purpose is to provide automated capabilities to support patient movement Command and Control (C2), including Patient/Asset Visibility (P/AV). P/AV encompasses In-transit Visibility (ITV), as well as management of lift-bed resources and collaborative decision support for Patient Movement Requests (PMRs) and mission execution within (intra) and between (inter) theaters, commanded by geographic Commanders.

System Interfaces:

Theater Medical Information Program (TMIP)
Theater Medical Data Store (TMDS) (In progress)
Global Combat Support System (GCSS)
Medical Situational Awareness Theater (MSAT). (N1-GRS-95-2 item 4) (GRS 20 Item 4)
Defense Enrollment Eligibility Reporting System (DEERS).
Integrated Development Environment/Global Transportation Network Convergence (IGC)

Inputs: System inputs include but are not limited to patient identity, service affiliation, grade or status, sex, medical diagnosis, medical condition, necessary special procedures or requirements, required medical specialties administrative considerations, personal

considerations, patient home address and/or duty station, and other information affecting the transfer on all active duty military personnel including the National Guard, Air National Guard, Reserves and Coast Guard.

The following are the specific record input capabilities for system users at MTFs and PMRCs:

- a. MTF – patient movement requests, MTF information (medical treatment capabilities, patient accommodation capacity, contact information, etc.), and in-transit visibility (ITV) events (patient information, itinerary information, last reported location, etc.) for departing and arriving patients. Users at MTFs will have the ability to edit patient movement request records in the system. Users at MTFs only can access and edit records created by their respective MTF.
- b. PMRC – approval of patient movement requests from MTFs, mission data (routes, timings, patient loads, etc.), special requirements for patient movement, and available lift capability (patient accommodation capacity in terms of transportation mode). System users at PMRCs will have the ability to edit patient movement requests in the system.

Outputs: Include but are not limited to ADHOC reports, audits logs (GRS 20 Item 5)

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-0330-2014-0012

Sequence Number	
1	Transportation Command Regulating Command and Control Evacuation System (T RAC ² ES) Disposition Authority Number: DAA-0330-2014-0012-0001

Records Schedule Items

Sequence Number	
1	<p>Transportation Command Regulating Command and Control Evacuation System (TRAC²ES)</p> <p>Disposition Authority Number DAA-0330-2014-0012-0001</p> <p>TRAC2ES is a DoD information system used to determine the appropriate medical treatment facility to which the reported patient will be transferred; to notify the reporting U.S. Government medical treatment facility of the transfer destination. Master file for TRAC²ES consist of information from the transferring medical facility which includes but is not limited to: patient identity, service affiliation, grade or status, sex, medical diagnosis, medical condition, necessary special procedures or requirements, required medical specialties administrative considerations, personal considerations, patient home address and/or duty station, and other information affecting the transfer on all active duty military personnel including the National Guard, Air National Guard, Reserves, DoD civilians and others.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation Information maintained in solely electronic formats.</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? Yes</p> <p>Disposition Instruction</p> <p>Cutoff Instruction Cut off upon notification of reporting to medical treatment facility at the transfer destination.</p> <p>Retention Period Destroy 75 year(s) after Cut Off</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>

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
02/25/2014	Certify	Luz Ortiz	OSD Records Manager	Department of Defense - Office of the Secretary of Defense
05/02/2014	Return for Revision	Mark Ferguson	Appraiser	National Archives and Records Administration - Records Management Services
06/16/2014	Submit For Certification	Ronald McCully	Electronic Records Management Specialist	Office of the Secretary of Defense - Office of the Director of Administration and management
07/02/2014	Certify	Luz Ortiz	OSD Records Manager	Department of Defense - Office of the Secretary of Defense
10/23/2014	Submit for Concurrence	Mark Ferguson	Appraiser	National Archives and Records Administration - Records Management Services
10/30/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/13/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/13/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist