

NOTICE - SOME ITEMS SUPERSEDED OR OBSOLETE

Schedule Number: N1-330-86-002

Some items in this schedule are either obsolete or have been superseded by new NARA approved records schedules. This information is accurate as of: 04/13/2021

ACTIVE ITEMS

These items, unless subsequently superseded, may be used by the agency to disposition records. It is the responsibility of the user to verify the items are still active.

All items not listed below remain active

SUPERSEDED AND OBSOLETE ITEMS

The remaining items on this schedule may no longer be used to disposition records. They are superseded, obsolete, filing instructions, non-records, or were lined off and not approved at the time of scheduling. References to more recent schedules are provided below as a courtesy. Some items listed here may have been previously annotated on the schedule itself.

Item 911-07.2 was superseded by N1-330-92-005, item 3.

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
		JOB NO. N1-330-86-2	DATE RECEIVED 10-21-85
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. 3303a 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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) Office of the Secretary of Defense		ARCHIVIST OF THE UNITED STATES <i>Claudia Weika</i> <i>Acting</i>	
2. MAJOR SUBDIVISION Washington, Headquarters Services			
3. MINOR SUBDIVISION Records Management Division (C&D)			
4. NAME OF PERSON WITH WHOM TO CONFER Norma L. Cook	5. TELEPHONE EXT. 695-0970		
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 3 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 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

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

B. DATE	C. SIGNATURE OF AGENCY REPRESENTATIVE	D. TITLE	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
October 8, 85	H. D. Neeley <i>H. D. Neeley</i>	OSD Records Administrator		
7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>		9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	<u>Addition to OSD Administrative Instruction No. 15, "Records Management"</u>			
911-07	CHAMPUS Recoupment Files			
911-07.1	Fiscal Intermediary Held Recoupment Files These files consist of all documents used to develop and execute recoupment cases at the CHAMPUS Fiscal Intermediary level. The files include: copies of CHAMPUS claim forms, correspondence and related documents, Explanations of Benefits, checks, investigative reports, court documents, and other documents required to collect debts owed the government.		(New)	
	<u>Disposition</u> Place in inactive files upon completion of the final action, cutoff inactive file at the end of the calendar or fiscal year in which final action was taken, hold one year, and transfer to Federal Records Center. Destroy when six years old.			
911-07.2	OCHAMPUS Held Recoupment Files These files consist of all documents used to develop and execute recoupment cases at the OCHAMPUS level. The files		(New)	
	(Continued on next page)			

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
	<p>include: copies of CHAMPUS claim forms, correspondence and related documents, Explanations of Benefits, checks, investigative reports, court documents, and other documents required to collect debts owed the government. Information from these files may be given to consumer credit agencies.</p> <p><u>Disposition</u></p> <p>Place in inactive file upon completion of the final action, cutoff inactive file at the end of the calendar or fiscal year in which final action was taken, hold one year, and transfer to Federal Records Center. Destroy when seven years old.</p>		
911-08	<p>Fraud and Abuse Files</p> <p>These files consist of control forms, background papers, development records, external agencies' reports/letters/investigative records, FI products of processing, and Utilization Review and Medical Analysis papers, and other documents required to process fraud and abuse cases.</p> <p><u>Disposition</u></p> <p>Place in inactive file upon completion of the final action, cutoff inactive file at the end of the calendar year in which final action was taken, hold one year, and transfer to the Federal Records Center. Destroy when six years old.</p>	(New)	
911-09	<p>OCHAMPUS Litigation Files</p> <p>These files consist of OCHAMPUS' copies of documents which are forwarded to the Department of Justice for litigation cases in which CHAMPUS is a party.</p> <p><u>Disposition</u></p> <p>Place in inactive file upon finalization of the case, cutoff inactive file at the end of the calendar year in which final action was taken, hold one year, and transfer to the Federal Records Center. Destroy when six years old.</p>	(New)	

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7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
911-10	<p>OCHAMPUS Legal Opinion Files</p> <p>These files consist of records from various legal files which are maintained for legal opinion purposes only.</p> <p><u>Disposition</u></p> <p>Destroy when no longer needed for reference purposes. Do not send to FRC.</p>	(New)	