

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-90-86-5

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

DATE RECEIVED

4-21-86

1. FROM (Agency or establishment)

Dept. of Health & Human Services, Public Health Service

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION

Health Resources & Services Administration

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

3. MINOR SUBDIVISION

Bureau of Health Care Delivery & Assistance

4. NAME OF PERSON WITH WHOM TO CONFER

Linda Querec
PHS Records Officer

Linda Querec

5. TELEPHONE EXT.

301-443-2055

DATE

7-28-86

ARCHIVIST OF THE UNITED STATES

Frank S. Bunde

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 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
4/1/86	<i>George Deal</i> DR. George Deal	DHHS Records Management Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
25 P	<p>This request is for a change to the Health Resources and Services Administration Records Control Schedule approved on September 21, 1982, NARA Job Number N1-90-81-5. It establishes a finite retention period for National Health Service Corps Scholarship files consistent with the "Retention and Disposal" standard published in the Privacy Act System Notice for System 09-15-0037 (<u>Federal Register</u> Vol. 48, No. 230, November 29, 1983).</p> <p><u>National Health Service Corps Scholarships</u></p> <p>The purpose of this program is to obtain students of medicine, osteopathy, dentistry, and other health professions needed by the National Health Service Corps for clinical practice in U.S. health manpower shortage areas. In return for each year of such support, students are obligated for one year of such practice. The minimum service obligation is two years.</p> <p>These records consist of all correspondence, memoranda, and other files relative to the original application, contract agreement, first-time and continuing awards, payments made to or on behalf of, training deferments of, and service obligations of Scholarship recipients.</p>	<p>N1-90-81-5 HRSA RS App. B-351 Part IE, Item 25 P</p>	<p><i>2 items</i></p>

REQUEST FOR RECORDS DISPOSITION AUTHORITY – CONTINUATION

JOB NO.

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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>1. Files of unsuccessful applicants</p> <p><u>Disposition:</u> Office of record - Destroy 6 months after the close of each annual application period.</p> <p>2. Files of successful applicants</p> <p><u>Disposition:</u> Office of record ^{Cutoff and} transfer to Federal Records Center following completion or other disposition of the Scholarship service obligation. Destroy 7 years thereafter ^{Cutoff;}</p> <p><u>3/25/86</u> Date</p> <p><u>James E. Jenkins</u> James E. Jenkins HRSA Records Officer</p> <p><i>Revisions made for clarification. Admin, NIRC 2/24/86</i></p>		