

REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS

(See Instructions on Reverse)

3 items

RG 90

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

LEAVE BLANK	
DATE RECEIVED APR 30 1975	JOB NO. NC - 90-75-1
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.	
<i>6-18-75</i> (Date)	<i>James B. Rhoads</i> Archivist of the United States

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Health, Education, and Welfare

2. MAJOR SUBDIVISION
Public Health Service

3. MINOR SUBDIVISION
Health Services Administration

4. NAME OF PERSON WITH WHOM TO CONFER
Eugene W. Walterick

5. TEL. EXT.
443-2055

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.

4/23/75
Date

Eugene J. Reed, Jr.
for *Russell O. Hess*
(Signature of Agency Representative)

HEW Records Management Officer
~~FHS Records Officer~~
(Title)

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	<p>Records of Indian Health Service</p> <p>Hospital Discharge tabulation files, Ambulatory Patient Care tabulation files, and Vital Statistics tabulation files.</p> <p>a. End product records such as machine tabulations, sheets, or equivalent media, and consolidation tables continuing published and unpublished hospital discharge data, ambulatory patient data, and vital statistics data.</p> <p>(1) Original paper records. Destroy after ascertaining that microphotographic copies have been made in accordance with GSA standards and are adequate substitutes for the paper records.</p> <p>(2) Negative or master reproducing copy of microfilm. Retain. Transfer to Federal Records Center after ascertaining that it is an adequate substitute for paper records.</p> <p>(3) Working copy of microfilm. Dispose when obsolete.</p> <p>This certifies that the records described on this form shall be microfilmed in accordance with the standards set forth in 41 CFR 101-11.504 and that the silver original microfilm plus one positive copy of each microfilm shall be offered to the Office of the National Archives (NN), National Archives and Records Service, General Services Administration, Washington, D. C. 20408.</p> <p>Approved for IHS by: <i>M. Bart J. Spector</i> For FHS - <i>Eugene W. Walterick</i></p>		

PERMANENT. Offer to National Archives within 25 years. Do not transfer to FRC.

*6/23/75 -
Change with approval of E. Walterick (PL)*

Copy to Agency 6/23/75