

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO	NC1 235 78 2 2 <sup>1</sup> MAR 1978
DATE RECEIVED	
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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 1C	
Date	March 23, 1978 <i>James E. O'Neil</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 Health, Education, and Welfare

2. MAJOR SUBDIVISION  
Health Care Financing Administration

3. MINOR SUBDIVISION  
Medicaid Bureau

4. NAME OF PERSON WITH WHOM TO CONFER  
Charles Spalding

5. TEL EXT  
472-3820

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.

A Request for immediate disposal.

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

C. DATE <u>3/15/78</u>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Thomas J. Coleman</i> Thomas J. Coleman	E. TITLE HCFA Records Management Officer
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p align="center"><u>RECORDS RETENTION AND DISPOSAL SCHEDULE</u> <u>OFFICE OF PHARMACEUTICAL REIMBURSEMENTS</u></p> <p><u>Description of Invoice Level Drug Price Data</u></p> <p>This information is the only known source of actual transaction data on prices paid by retail pharmacies for prescription drugs. The information, in printout form, is the result of an ongoing monthly audit of 1,000 pharmacies across the Nation. This data provides the source documentation for cost limitations set by the Health Care Financing Administration (HCFA), under the Medicaid and Medicare programs. Data includes frequency distributions and measures of central tendency for the 300 largest selling drug entities. To maintain a useful time-series the following schedule is requested.</p> <p>All data files to be closed at the end of each calendar year. Files will be maintained at this office for one additional year and then transferred to the Federal Records Center.</p>		

*2 items sent to agency & NCW - 3/24/78*

**Request for Records Disposition Authority – Continuation**

JOB NO.

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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p>A. Files from 4th Quarter 1975, 2nd Quarter 1976, 4th Quarter 1976; and from June and December of each subsequent year (data periods of reports changed) to be destroyed after 19 total years of retention from closing date (1 year in this office, 18 years in Federal Records Center).</p> <p>B. All other files to be destroyed after 9 years of retention from closing date (1 year in this office, 8 years in Federal Records Center).</p>		