

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>NI-440-10-08</i>	
TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>9/1/2010</i>	
1. FROM (Agency or establishment) Department of Health and Human Services		In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2. MAJOR SUBDIVISION Centers for Medicare & Medicaid Services (CMS)			
3. MINOR SUBDIVISION Office of Operations Management/ Sheila Wolf, 410-786-0099			
4. NAME OF PERSON WITH WHOM TO CONFER Vickie Robey, CMS Records Officer	5. TELEPHONE NUMBER (410) 786-7883	DATE <i>14 DEC 10</i>	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
6. 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 on the attached <u>1</u> page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested.			
DATE <i>August 27, 2010</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Yvonne Wilson</i>	TITLE DHHS Records Management Officer	
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
1	 CMS Online Registration System - A web-based computer system maintained by CMS for employees to register for educational/training sessions. The system is being retired on September 30, 2010 and there is no CMS-run replacement. The Master File consists of a list of CMS employees who registered for classes with the description of the class, dates and location of class. Disposition: Temporary. Cut off data on retirement of the system (September 30, 2010). Destroy 5 years after cutoff.	Superseded by job / item number: <u>DAA-GRS-2010-0014-0003</u> Date (MM/DD/YYYY): <u>11/3/2010</u>	