REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER N1-443-09-8	
To NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received 9/24/09	
1 FROM (Agency or establishment) Department of Health and Human Services		NOTIFICATION TO AGENCY	
2 MAJOR SUBDIVISION National Institutes of Health (NIH)		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
3 MINOR SUBDIVISION OD/OM/OMA/DMS			
4 NAME OF PERSON WITH WHOM TO CONFER Nyja DeFrank	5 TELEPHONE NUMBER 301-496-2463	DATE 1/10/11	ARCHIVIST OF THE UNITED STATES WITHDRAWN

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 ___6___ 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,

☒ is not required ☐ is attached, or ☒ has been requested

DATE	SIGNATURE OF AGENCY REPRESENTATIVE	TITLE
09/23/2009	Yvonne K Wilson Yvonne K. Wilson	HHS Records Officer

7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	Approval is needed for the following listed electronic systems under NIH Manual Chapter 1743 – Keeping and Destroying Records (NIH Records Control Schedule), Section 3000 Biomedical Research Activities, 3000-L Biomedical Research Activities Electronic Systems See attached schedule	None (New Schedule)	

3000 L Biomedical Research Activities Electronic Systems

3000-L-13 Biomedical Research Data Systems

These systems support the NIH mission by maintaining information collected or developed for biomedical research projects (For records which may be needed in establishing patent or invention rights, see section 1100 L)

This schedule item includes, but is not limited to, the following systems and their successors

NIH NCI AARP Phase I Pilot Study (APS)
NIH NCI Agricultural Health Study --Westat (AHSW)
NIH NCI Agricultural Health Study- Iowa (AHSI)
NIH NCI Agricultural Health Study- North Carolina (AHSNC)
NIH NCI Automated Self-Administered 24-Hour Recall (ASA24)
NIH NCI Automated Self-Administered 24-Hour Recall (ASA24) Researcher Website
NIH NCI Environmental and Genetic Lung Etiology (EAGLE)
NIH NCI Patient Sample Data Management System (PSDMS)
NIH NCI PLCO Research Database (PLCO)
NIH NCI The Cancer Genome Atlas (TCGA)
NIH NHGRI Attention Deficit Hyperactivity Disorder Database (ADHD)
NIH NIA Baltimore Longitudinal Study of Aging (BLSA)
NIH NIA Healthy Aging in Neighborhoods of Diversity across the Life Span System (HANDLS)
NIH NIDCD NEI/NIDCD Usher Database
NIH NIDDK Blood Glucose Monitoring System (BGMS)
NIH NIEHS Dust Mite Allergen Reduction Study Data Management System (DMARS)
NIH NIEHS National Toxicology Program Systems (NTPS)
NIH NIMH Human Subject Research Database (MAP)
NIH NIMH Unit on Integrative Neuroimaging Database (UINDB)
NIH NINDS Alchemy

~~a Inputs~~ ~~NC1-443-84-2 (NIH 3000-G-3b)~~

~~Inputs are experimental and statistical information related to biomedical research including, but not limited to, the following longitudinal data, text and images from specific NIH centers and research systems, information collected from subjects during the course of conducting research protocols; data provided by research subjects, information from instruments that capture specific patient information, and information from research universities and private institutions~~

b Master File

Includes experimental and statistical information related to biomedical research projects It includes, but is not limited to records on patients or normal volunteers , interviews, questionnaires, examinations, laboratory tests, machine readings and data from slides, specimens, cultures, copies of abstracts of non-clinical records on individuals such as birth and death certificates; data created in processing and analyzing information related to or resulting from the project such as graphs, tabulations, diagrams or drawings, intermediate compilations, analyses, progress reports, feeder reports and background material

Disposition TEMPORARY Destroy when the project leader or principal investigator determines that the records are no longer useful for research Inactive records which need to be kept for more than 3 years may be transferred to a Federal Records Center for storage, provided that the project leader specifies in advance of transfer the month and year when the records are to be destroyed

~~c. Outputs~~ ~~NC1-443-84-2 (NIH 3000-G-3b)~~

~~The outputs include, but are not limited to electronic queries, canned and ad hoc reports, summary and tracking data, and various data extracts which support biomedical research activities~~

~~1 Original full sized copies of records which have been microfilmed, when the microfilming has been done in accordance with the standards set forth in 36 CFR 1230~~

~~Disposition - TEMPORARY. Destroy originals when microfilm copies have been examined and shown to be acceptable. All other records. Destroy when the project leader or principal investigator determines that the records are no longer useful for research.~~

~~2. Original records that have not been microfilmed and microfilm or microfiche masters produced in accordance with the standards set forth in 41 CFR 101-11.506.~~

~~Disposition - TEMPORARY. Destroy when the project leader or principal investigator determines that the records are no longer useful for research. Inactive records which need to be kept for more than 3 years may be transferred to a Federal Records Center for storage, provided that the project leader specifies in advance of transfer the month and year when the records are to be destroyed.~~

3000-L-14 Biomedical Research Support Systems

These systems facilitate administrative, management, and collaborative activities related to biomedical research initiatives. The scope of these systems range from publicly available research data repositories to laboratory-specific administrative tracking and study management systems, all of which support current and future biomedical research activities.

This schedule item includes, but is not limited to, the following systems and their successors:

NIH CC Activity Based Cost System (ABC)
NIH CC Protocol Tracking (PROTRACK)
NIH CIT National Database for Autism Research (NDAR)
NIH NCCAM Smart Study Version 4.1
NIH NCI cancer Biomedical Informatics Grid (caBIG, caGRID)
NIH NCI Cancer Data Standards Repository-Standards Reporting-Common Data Elements (caDSR-SBR-CDE)
NIH NCI Cancer Diagnosis Program (CDP)

NIH NCI Cancer Genome Anatomy Project (CGAP)
NIH NCI Cancer Integrator (caIntegrator)
NIH NCI Cancer Therapy Evaluation Program (CTEP FISMA)
NIH NCI Cancer Trials Support Unit (CTSU)
NIH NCI CB Clinical Trials - Bioinformatics (C3D)
NIH NCI CB Mouse Models (CaMOD)
NIH NCI Clinical Research Information Exchange Federal Investigator Registry (CRIX FIREBIRD)
NIH NCI Clinical Trials Reporting Program (CTRP)
NIH NCI DCEG Intramural (DCEG)
NIH NCI DCP Enterprise System Knowledgebase (DESK)
NIH NCI DCTD Developmental Therapeutics Program (DCTD DTP)
NIH NCI Director's Challenge Toward a Molecular Classification of Cancer (CaArray)
NIH NCI Enterprise Vocabulary System (EVS)
NIH NCI Investigator Registration Filing Process
NIH NCI Labmatrix (Labmatrix)
NIH NCI Research Resources
NIH NEI Clinical Studies Update System (CSUS)
NIH NEI Eye Bank (NEIBank)
NIH NEI EyeGene
NIH NHGRI LabMatrix
NIH NHLBI Clinical Data System (CDS)
NIH NHLBI Intramural Research Application Development (IRAD)
NIH NIA Clinical Research System (CRS)
NIH NIA IRP Web
NIH NIAAA Clinical Research Database (CRDB)
NIH NIAID Biological Specimen Inventory II (BSI-II)
NIH NIAID VRC Support Suite (VRCSS)
NIH NIAMS Oxford/Cambridge Scholars Program
NIH NICHD Clinical Trails Database (CTDB)
NIH NICHD Community Hanes Information Technology Architecture (CHITA)
NIH NICHD Manuscript Tracking System (MTrac)
NIH NICHD Study Management System (SMS)
NIH NICHD Teleform
NIH NIDA Human Research Information System (HuRIS)
NIH NIDCD LMG (Ohioga) (LMG)
NIH NIDDK Clinical Research Core
NIH NIDDK CReW BioInformatics

NIH NIDDK Patient Information System
NIH NIEHS CRU Clinical Management System
NIH NIEHS Toxicogenomics Initiative Database (CEBS)
NIH NIMH Clinical Brain Disorders Branch Database (CBDB)
NIH NIMH Extensive Neuro-imaging Archiving Toolkit (XNAT)
NIH NIMH Laboratory of Brain and Cognition Database (LBC)
NIH NIMH Pediatric MRI Database (PedsMRI)
NIH NINDS Anti-Epileptic Drug Discovery System II (ADDS II)
NIH NLM dbGaP (Database of Genotype and Phenotype)
NIH NLM Genome Assembly and Annotation (GenBank)
NIH NLM Open Source Independent Review and Interpretation System (OSIRIS)
NIH OD Computer Access to Research on Dietary Supplements (CARDS)
NIH OD DocuShare
NIH OD Intramural Database (NIDB)
NIH OD The Genetic Modification Clinical Research Information System (GemCRIS)
NIH NIAID VRC Study Manager (StudyMgr)

~~a. Inputs~~
~~Inputs are various biomedical research, accounting, financial, personnel, and administrative tracking data entered into the systems in the form of scanned documents, manually entered data, data extracts, and direct upload.~~

~~1. Hard copy documents that NARA has specifically designated as permanent records.~~

~~Disposition. PERMANENT. Transfer to NARA in accordance with previously approved schedule.~~

~~2. Hard copy documents that are not specifically designated as permanent records.~~

~~Disposition. TEMPORARY. Follow appropriate disposition instructions as~~

~~provided in previously approved schedule~~

~~3. Electronic input/source records~~

~~Disposition TEMPORARY Follow appropriate disposition instructions as provided in NARA General Records Schedule (GRS) 20~~

b Master Files

These systems contain data in support of administrative, management, and collaborative activities related to biomedical research initiatives Records include, but are not limited to, consolidated, partial, or summarized data associated with research and research-related activities including. planning and development, experimental and statistical analysis, data collection for NIH personnel, research subject data collection, inventories of laboratory specimens and supplies; insurance data, policies and responsibilities relating to research data, correspondence relating to project justifications, staffing, initiation or execution, and project management plans

TEMPORARY. Destroy when the project leader or principal investigator determines that the records are no longer useful for research Inactive records which need to be kept for more than 3 years may be transferred to a Federal Records Center for storage, provided that the project leader specifies in advance of transfer the month and year when the records are to be destroyed

~~c Outputs~~

~~The outputs include, but are not limited to electronic queries, canned and ad hoc reports, summary and tracking data, and various data extracts which support administrative, management, and collaborative activities related to biomedical research initiatives~~

~~GRS 20 Items 4, 5, 6, 7, 12, and 16~~

~~Disposition TEMPORARY Delete when the agency determines that they are no longer needed for administrative, legal, audit, or other operational purposes~~