

## Request for Records Disposition Authority

Records Schedule Number      DAA-0468-2017-0002  
 Schedule Status                      Approved

Agency or Establishment      Department of Health and Human Services  
 Record Group / Scheduling Group      General Records of the Department of Health and Human Services  
 Records Schedule applies to      Major Subdivision  
 Major Subdivision              Office of the Secretary/Immediate Office of the Secretary  
 Minor Subdivision              Office of the Chief Technology Officer  
 Schedule Subject                  Public Comments within the HealthData.Gov Website  
 Internal agency concurrences will be provided      Yes

**Background Information**

On June 3, 2012, healthdata.gov was launched and featured to the tech development and entrepreneur communities. The Health Data Initiative (HDI) is a movement established in 2010 within the Department of Health and Human Services (HHS) operating and staff divisions to make health data openly available, disseminate the data broadly across the health and human services ecosystem, and continuously educate internal and external participants about the value of data. The public face of the Health Data Initiative (HDI) is HealthData.gov. The mission of the initiative is to improve health, health care, and the delivery of human services by harnessing the power of data and fostering a culture of innovative uses of data in public and private sector institutions, communities, research groups and policy making arenas.

**Item Count**

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	0	1	0

**GAO Approval**

## Outline of Records Schedule Items for DAA-0468-2017-0002

Sequence Number
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1
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Public Comments within the HealthData.Gov Website Disposition Authority Number: DAA-0468-2017-0002-0001
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## Records Schedule Items

Sequence Number	
1	<p data-bbox="358 410 1089 440"><b>Public Comments within the HealthData.Gov Website</b></p> <p data-bbox="358 463 1138 493">Disposition Authority Number      DAA-0468-2017-0002-0001</p> <p data-bbox="358 517 1485 1144">The public face of the Health Data Initiative (HDI) is HealthData.gov. This online platform serves as a discovery resource for the public to locate and learn about HHS datasets and is the virtual representation of the HDI goals to: 1) make health data openly available, 2) disseminate the data broadly across the health and human services ecosystem through the HealthData.gov catalog, and 3) continuously educate internal and external participants in the ecosystem about the value of these data. HealthData.gov serves as the public online catalog of health and human services data resources for public use. The records in this public website are comments/suggestions about health topics, submitted by website visitors and it includes the submitter's contact information. Although contact information contains PII, the subject of each comment/suggestion record is the health topic commented on, not the individual who submitted the feedback. The contact information would be used only if needed to clarify the comment or suggestion, in order to properly address the feedback on the website. The record subjects of the HealthData.gov are the health topics commented on, not the individuals who submit the comments/suggestions. The comments from the public are captured for response by the Department by topical area.</p> <p data-bbox="358 1168 914 1198">Final Disposition                      Temporary</p> <p data-bbox="358 1221 846 1251">Item Status                              Active</p> <p data-bbox="358 1274 802 1304">Is this item media neutral?          No</p> <p data-bbox="358 1327 1349 1357">Explanation of limitation            These records are in electronic format only</p> <p data-bbox="358 1381 818 1410">Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      Yes</p> <p data-bbox="358 1434 818 1464">Do any of the records covered by this item exist as structured electronic data?                      Yes</p> <p data-bbox="358 1647 662 1676"><b>Disposition Instruction</b></p> <p data-bbox="358 1700 1360 1772">Cutoff Instruction                      Cut off at the end of the calendar year when comments from the public were received.</p> <p data-bbox="358 1796 1154 1825">Retention Period                        Destroy 3 year(s) after cutoff</p> <p data-bbox="358 1859 662 1889"><b>Additional Information</b></p>

GAO Approval

Not Required

### 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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

### Signatory Information

Date	Action	By	Title	Organization
01/24/2017	Certify	Elaine Pankey	HHS Office of the Secretary Records Officer	Offices of the Secretary, Assistant Secretary for Administration - Office of the Chief Information Officer
01/25/2017	Return for Revision	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
01/31/2017	Submit For Certification	Elaine Pankey	HHS Office of the Secretary Records Officer	Offices of the Secretary, Assistant Secretary for Administration - Office of the Chief Information Officer
02/02/2017	Certify	Elaine Pankey	HHS Office of the Secretary Records Officer	Offices of the Secretary, Assistant Secretary for Administration - Office of the Chief Information Officer
05/25/2017	Submit for Concurrence	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
06/01/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/01/2017	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
06/11/2017	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist