(See Instructions on reverse)         To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR)         WASHINGTON, DC 20408         1. FROM (Agency or establishment)         Department of Health and Human Services         2. MAJOR SUBDIVISION         Office of the Secretary         3. MINOR SUBDIVISION         Office of the General Counsel (OGC)         4. NAME OF PERSON WITH WHOM TO CONFER         5. TELEPHONE         Robert P. Jaye         6. AGENCY CERTIFICATION         1 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 page(s) are not now needed for the business of 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         APR       9         2001       Prentice Barnes, Sr.         2014       Prentice Barnes, Sr.         2015       9         2016       9         2017       Prentice Barnes, Sr.	REQ	UEST FOR RECORDS DISPOSIT		LEAVE BLANK (NARA use only) JOB NUMBER			
WASHINGTON, DC 20408       4-9-2003         1. FROM (Agoncy or stabilishmont)       Department of Health and Human Services         2. MAJOR SUBDIVISION       In accordance with the provisions of 44         0ffice of the Secretary       In accordance with the provisions of 44         3. MIXOR SUBDIVISION       Office of the Secretary         3. MIXOR SUBDIVISION       Office of the Secretary         3. MIXOR SUBDIVISION       (202) 619-0300         6. AGENCY CERTIFICATION       (202) 619-0300         7. 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 disposition of fits records and that the records proposed for disposition of fits records and that the records proposed for disposition of fits records and that the records proposed for disposition of fits records and that the records proposed for disposition of fits records and that the records proposed for disposition of fits records 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,         Image: Second the disposition of ITEM AND PROPOSED DISPOSITION       Supremise Provide Manager         17FEM       9 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION       Supremise Provide Manager         17FEM       0. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION       Supremise Provide Manager         17FEM       0. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION       Supremise Provide Manager     <							
1. FROM (Agency or establishment) Department of Health and Human Services       NOTIFICATION TO AGENCY         2. MAJOR SUBDIVISION Office of the Secretary       In accordance with the provisions of 44 In accordance with the provisions of 54 In accordance with the provisions of 54 In accordance of the General Counsel (OGC)         6. AGENCY CERTIFICATION       In erection periods in the attached of 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,         DATE       Is not required;       Is attached; or       In as been requested.         DATE       Stoppersterior Manager         TITEM       8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION       SUPERSEDED         1. Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel 3 centers for Medicare & Medicaid Services Division or any written transcriptions or summaries of those calls, and include reladed frammation and in the Central or Regional Offices of the General Counsel and cease to be current after a period not to exceed 3 months.	TO NAT			R) DA			se
Department of Health and Human Services         2. MAJOR SUBDIVISION         Office of the Secretary         3. MIXOR SUBDIVISION         Office of the General Counsel (OGC)         4. NAME OF PERSON WITH WHOM TO CONFER         5. TELEPHONE         Robert P. Jaye         (202) 619-0300         6. AGENCY CERTIFICATION         1 hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records are not now needed for the business of this agency or will not be needed after the retention periods specified, and that writter concurrence from the Ceneral Accounting Office, under the provisions of Title & of the CAO Manual for Guidance of Federal Agencies,         DATE         ARMON SUBDIVISION         Office of the Secretary         (202) 619-0300         7. MARCHINE CERTIFICATION         1 hereby certify that 1 am authorized to act for this agency in matters pertaining to the disposition of its records records proposed for disposal on the attached page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified, and that writter concurrence from the General Accounting Office, under the provisions of Title & Of the CAO Manual for Guidance of Federal Agencies,         DATE       is antarched; or         has been requested.       Date         DATE       Secontartune of Agency REPRESENTATIVE         HITEM       HITEM	WASHINGTON, DC 20408				4-9-2003		
2. MAUCR SUBDIVISION Office of the Secretary Office of the Secretary Office of the General Counsel (OGC) 4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE Robert P. Jaye 6. AGENCY CERTIFICATION 1. 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 of this agency or will not be needed after the relation by periods specified; and that writer concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, Particle Barnes, St. March & St.				NOTIFICATION TO AGENCY			
Otheron Lassections       including amendments, is approved except including amendments, is apprevious excends, and that write the concurrence is apprevind excep	-				In accordance wi	ith the pro	visions of 44
Office of the General Counsel (OGC)       not approved to "wilddawn" in celumn 10.         Office of the General Counsel (OGC)       DATE       ARCHIVIST OF THE UNITEDSTATES         Robert P. Jaye       (202) 619-0300       DATE       ARCHIVIST OF THE UNITEDSTATES         9       CENTERTIFICATION       Interesty 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 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the Ceneral Accounting Office, under the provisions of Title & of the GAO Manual for Guidance of Federal Agencies,         Image: Signature of AGENCY REPRESENTATIVE       TITLE         APR       9       Signature of AGENCY REPRESENTATIVE       TITLE         HAPR       9       Signature of AGENCY REPRESENTATIVE       TITLE         HAPR       9       Signature of Medicare & Medicaid Services       10. ACTION         TITEM       8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION       9. GRS OR       10. ACTION         1. Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel's Centers for Medicare & Medicaid Services       10. ACTION         Division or any written transcriptions or summaries of those calls, are including and cease to be current after a period not to exceed 3 months.       10.		-			including amends	nents, is ap	proved except
4. NAME OF PERSON WITH WHOM TO CONFER       5. TELEPHONE       DATE       ARCHIVIST OF THE UNITED STATES         Robert P. Jaye       (202) 619-0300       9-24.03       ARCHIVIST OF THE UNITED STATES         9. 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 page(s) are not now needed for the business of 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,         Image: State is not required;       is attached; or       has been requested.         DATE       Signature of AGENCY REPRESENTATIVE       TITLE         APR       9 2000       Prentice barries, str.       TITLE         HHS Records Manager       TO ACTION       SUPERSEDED       TAKEN (MAR, NO, NO, SUPERSEDED DISPOSITION         1       Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel's Centers for Medicare & Medicard Services       TAKEN (MAR, NO, NO, SUPERSEDED DISPOSITION       SUPERSEDED         1       Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel's Centers for Medicare & Medicard Services       Takes files, whether maintand in the Central or Regional Office of the				- 11	not approved* or *	vithdrawn	" in column 10.
Robert P. Jaye       (202) 619-0300       9-24-03       Multiplication         6. AGENCY CERTIFICATION       Interesty 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 page(s) are not now needed for the business of this agency or will not be needed after the retention priced's pacified; and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,         Image: Signarune of AGENCY REPRESENTATIVE       Interesty Concurrence from the Signarune of Federal Agencies, St.         Image: Signarune of AGENCY REPRESENTATIVE       TITLE         APR       9       2001         Image: Signarune of AGENCY REPRESENTATIVE       TITLE         APR       9       2003         Image: Signarune of AGENCY REPRESENTATIVE       TITLE         APR       9       2003         Image: Signarune of AGENCY REPRESENTATIVE       HIS Records Manager         If the General Counsel is on the attached or electronic and the transcriptions or summaries of those calls, and include related of the General Counsel's Centers for Medicare & Medicaid Services       10. ACTION TAKEN (MALUNE)         I Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel's centers for Medicare & Medicaid Services       10. ACTION TAKEN (MALUNE)         I Electronic media rec			5. TELEPHONE		TE LARCHIN	VIST OF TH	E UNITED STATES
AGENCY CERTIFICATION     Intereby 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     page(s) are not now needed for the business     of 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.     DAYE     SIGNATURE OF AGENCY REPRESENTATIVE     APR     9 200     Prentice Barnes, Sr.     ITLE     HHS Records Manager     TITLE     APR     9 200     Prentice Barnes, Sr.     ITLE     HHS Records Manager     TAKEN (MAR     NO						7,10	NDA
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 page(s) are not now needed for the business of 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,         Image: State of the disposal on the attached is not required;       Is attached; or       In has been requested.         Image: State of the disposal on the attached; or       In has been requested.       Ittle         APR       9       Signature of Agencies, Sr.       Ittle         Iffex       a. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION       SUPERSEDED TAKEN (MAR, NAEN) NOP, OF ITEM AND PROPOSED DISPOSITION       SUPERSEDED TAKEN (MAR, NAEN) NOP, OF ITEM AND PROPOSED DISPOSITION         1       Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel's Centers for Medicare & Medicaid Services Division or any written transcriptions or summaries of those calls, and includiw relawed for Jang audis ( <i>Letrual or electronic</i> ).       These files, whether maintifined in the Central or Regional Offices of the Office of the General Counsel are intended for use with the Office of the General Counsel are intended for use with the Office of the General Counsel and cease to be current after a period not to exceed 3 months.       Disposition: Destroy after 3 months from creation date or when no longer needed, whichever is earlier.         Cone it and WP copice (See at	Robe	rt P. Jaye	(202) 619-0300		-26-09 M	Hall	). (aul
ITEM NO.       8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION       9. GRS OR SUPERSEDED JOB CITATION       10. ACTION SUPERSEDED JOB CITATION         1.       Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel's Centers for Medicare & Medicaid Services Division or any written transcriptions or summaries of those calls, and includus reladed finding Clips (derhad or electronic).         M       These files, whether maintlined in the Central or Regional Office of the General Counsel and cease to be current after a period not to exceed 3 months.         Disposition: Destroy after 3 months from creation date or when no longer needed, whichever is earlier. Zem all and WP (opics (See attached) Jeffrey/Davis Chief, Procurement, Fiscal and Information Law Branch General Law Division, OGC	Agenci <u>x</u> DATE	is not required; is at states is at signature of AGENCY REPR	tached; or	has TLE	been requeste		currence from ace of Federal
ITEM       8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION       SUPERSEDED JOB CITATION       TAKEN (NAR/ USE ONLY)         1.       Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel's Centers for Medicare & Medicaid Services Division or any written transcriptions or summaries of those calls, and includus related Anding aids (derfual or electronic).       These files, whether maintained in the Central or Regional Offices of the General Counsel are intended for use with the Office of the General Counsel and cease to be current after a period not to exceed 3 months.         Disposition:       Destroy after 3 months from creation date or when no longer needed, whichever is earlier. <i>Em all and WP Copies</i> (See attached) <u>Articles</u> (See attached) <u>Jeffrey/Davis</u> Chief, Procurement, Fiscal and Information Law Branch General Law Division, OGC <u>4-2-2003</u> Date							
<ul> <li>1 Electronic media recordings in MP3 digital media format or in any other format (including audio tapes) of weekly conference calls with the Office of the General Counsel's Centers for Medicare &amp; Medicaid Services Division or any written transcriptions or summaries of those calls, and included related finding culds (lexhual or electronic).</li> <li>W These files, whether maintained in the Central or relectronic).</li> <li>W These files, whether maintained in the Central or Regional Offices of the General Counsel are intended for use with the Office of the General Counsel are intended for use with the Office of the General Counsel and cease to be current after a period not to exceed 3 months.</li> <li>Disposition: Destroy after 3 months from creation date or when no longer needed, whichever is earlier.</li> <li>Z Erne if and WP (opic) (See atlached)</li> <li>M H-2-2003</li> <li>Jeffrey/Davis</li> <li>Chief, Procurement, Fiscal and Information Law Branch General Law Division, OGC</li> </ul>	ITEM	8. DESCRIPTION OF ITEM AND PRO	POSED DISPOSITIC	N	SUPERSE	DED	TAKEN (NARA
Ross Cirrincione Date Director, Freedom of	fo of が レ バ エ	ormat (including audio tapes) of weekly con f the General Counsel's Centers for Medica ivision or any written transcriptions or sum <i>ncludus related Andung cids Cherbut</i> hese files, whether maintained in the Centr office of the General Counsel are intended	nference calls with the are & Medicaid Servin maries of those calls of or electronic). al or Regional Office for use with the Offic	e Office ces , and s of the e of the			

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2. Electronic Mail and Word Processing System Copies

a. Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network drives, and copies on shared network drives that are used only to produce the recordkeeping copy.

DISPOSITION: **TEMPORARY.** Delete within 180 days after the recordkeeping copy has been produced.

b. Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.

DISPOSITION: TEMPORARY. Delete when dissemination, revision, or updating is complete.