

Request for Records Disposition Authority

(See Instructions on reverse)

Leave Blank (NARA Use Only)

Job Number

N1-468-07-1

Date Received

12/11/06

Notification to Agency

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.

Date

5/14/07

Archivist of the United States

Alan Bernstein

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 (OS)

3. Minor Subdivision

Office of Public Health Emergency Preparedness

4. Name of Person with whom to confer

Elaine Pankey

5. Telephone (include area code)

202-690-5687

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 1 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

has been requested

Signature of Agency Representative

Title

DHHS Records Officer

Date (mm/dd/yyyy)

12/6/06

7. Item Number

8. Description of Item and Proposed Disposition

9. GRS or Superseded Job Citation

10. Action taken (NARA Use Only)

Amend the Office of the Secretary Records Disposition Schedule Record Group 468 to include the Office of Public Health Emergency Preparedness, Office of Preparedness and Emergency Operations effective (1 June 2006).

Patient Care Forms or other Medical Records regulated under the Health Information Portability and Accountability Act (HIPAA), created by Federal Medical Station(s) set up by HHS during response to an event while caring for victims of that event.

Disposition: Cutoff at end of response activity by the Federal Medical Station(s) for a A FRC particular event. Retire to the ~~WARG~~ 2 years after cutoff. Destroy 75 years after cutoff.

Kevin Yeskey ms 11/21/06
Date
Office of Preparedness and Emergency Operations

Robert Eckert 12/6/06
Date
Director, Freedom of Information Privacy Acts Div.

Jeffrey Davis 12/4/2006
Date
Associate General Counsel

This disposition instruction is media neutral; it applies regardless of the media or format of the records.

THIS DISPOSITION INSTRUCTION IS MEDIA NEUTRAL; IT APPLIES REGARDLESS OF THE MEDIA OR FORMAT OF THE RECORDS.
-3/15/07

SUPERSEDES N1-311-04-3 ITEM # 1
2006 DEC -4 PM 3:24
3/20/07
NATIONAL ARCHIVES

CHANGES PER PH. COV. AND EMAIL CONCURRENCE WITH HHS, OS, R.D. ELAINE PANKEY
B.W.

24 copies sent to Agency, NARA, NARA, NARA, NR