

Request for Records Disposition Authority

Records Schedule Number DAA-0510-2014-0001
Schedule Status Approved

Agency or Establishment Agency for Health Care Research and Quality
Record Group / Scheduling Group Records of the Agency for Health Care Policy and Research
Records Schedule applies to Agency-wide
Schedule Subject AHRQ Guest Researcher Agreement Documentation
Internal agency concurrences will be provided No

Background Information This Guest Researcher Agreement governs the conditions under which an individual may be invited to be a Guest Researcher at AHRQ and defines responsibilities of the various parties involved.

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Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items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-0510-2014-0001

Sequence Number

1

AHRQ Guest Researcher Agreement Disposition Authority Number: DAA-0510-2014-0001-0001
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Records Schedule Items

Sequence Number	
1	<p data-bbox="381 433 893 470">AHRQ Guest Researcher Agreement</p> <p data-bbox="381 482 1161 519">Disposition Authority Number DAA-0510-2014-0001-0001</p> <p data-bbox="381 534 1509 720">Agreements are received in paper format. Documents are converted to PDF format and maintained by the Office of Management Services. The Agreement includes the purpose of the assignment, duties and responsibilities, manner of supervision, a description of the researcher's skills and background, length of the assignment and a description of any necessary support.</p> <p data-bbox="381 735 938 771">Final Disposition Temporary</p> <p data-bbox="381 786 872 823">Item Status Active</p> <p data-bbox="381 838 844 875">Is this item media neutral? Yes</p> <p data-bbox="381 890 844 1019">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="381 1034 844 1127">Do any of the records covered by this item exist as structured electronic data? Yes</p> <p data-bbox="381 1159 690 1196">Disposition Instruction</p> <p data-bbox="381 1211 1450 1248">Cutoff Instruction Cutoff when individual completes work at AHRQ.</p> <p data-bbox="381 1263 1191 1300">Retention Period Destroy 3 year(s) after Cutoff</p> <p data-bbox="381 1338 690 1375">Additional Information</p> <p data-bbox="381 1390 971 1427">GAO Approval Not Required</p>

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
03/21/2014	Certify	Patricia Bosco	Program Analyst	Information Technology - Records Management
11/12/2014	Submit for Concurrency	Katherine Kim	Archivist	National Archives and Records Administration - Records Management Services
11/12/2014	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - Records Management Services
11/13/2014	Concur	Laurence Brewer	Director, National Records Management Program	National Archives and Records Administration - National Records Management Program
11/13/2014	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist