

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0511-2016-0001

## Request for Records Disposition Authority

Records Schedule Number: DAA-0511-2016-0001  
Schedule Status: Returned Without Action

Agency or Establishment: Substance Abuse and Mental Health Services Administration  
Record Group / Scheduling Group: Records of the Alcohol, Drug Abuse, and Mental Health Administration  
Records Schedule applies to: Agency-wide  
Schedule Subject: Substance Abuse and Mental Health Data Archive Website and Data System  
Internal agency concurrences will be provided: No

Background Information: The Center for Behavioral Health Statistics and Quality (CBHSQ) promotes the access and use of the nation's substance abuse and mental health data through the Substance Abuse and Mental Health Data Archive (SAMHDA). SAMHDA provides public-use data files, and access to restricted-use data files to support a better understanding of this critical area of public health. The system was developed by RTI International. Drupal 7, Omega framework, MySQL, PHP 5.4/5.5, d3.js, Python API, R are the software products used to build, operate, store and deliver the system. The system will reside on hardware maintained by DTM in the AWS GovCloud.

### Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
0	0	0	11

### GAO Approval

# WITHDRAWN - RETURNED WITHOUT ACTION

## Outline of Records Schedule Items for DAA-0511-2016-0001

Sequence Number	
1	National Survey on Drug Use and Health (NSDUH) - Public Use Data File Version Disposition Authority Number: DAA-0511-2016-0001-0001
2	Drug Abuse Warning Network (DAWN) - Public Use Data Version Disposition Authority Number: DAA-0511-2016-0001-0002
3	Treatment Episode Data Set -- Census Data - Public Use Data Files Version Disposition Authority Number: DAA-0511-2016-0001-0003
4	National Survey of Substance Abuse Treatment Services (N-SSATS) - Public Use Data Files Version Disposition Authority Number: DAA-0511-2016-0001-0004
5	National Mental Health Services Survey (N-MHSS) - Public Use Data Files - Versio n Disposition Authority Number: DAA-0511-2016-0001-0005
6	National Survey on Drug Use and Health (NSDUH) -- Restricted Use Raw Data File s Version Disposition Authority Number: DAA-0511-2016-0001-0006
7	Drug Abuse Warning Network (DAWN) - Restricted Use Raw Data Files Version Disposition Authority Number: DAA-0511-2016-0001-0007
8	Treatment Episode Data Set (TEDS) -- Census Data - Restricted Use Raw data Fil es Version Disposition Authority Number: DAA-0511-2016-0001-0008
9	National Survey of Substance Abuse Treatment Services (N-SSATS) formerly NDA TUS - Restricted Use raw data Files Version Disposition Authority Number: DAA-0511-2016-0001-0009
10	National Mental Health Services Survey (N-MHSS) - Restricted Use Raw Data File s Version Disposition Authority Number: DAA-0511-2016-0001-0010
11	Final/Annual Reports Disposition Authority Number: DAA-0511-2016-0001-0011

WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

## Records Schedule Items

Sequence Number	
1	<p data-bbox="355 412 1487 491"><b>National Survey on Drug Use and Health (NSDUH) - Public Use Data File Version</b> Disposition Authority Number      DAA-0511-2016-0001-0001</p> <p data-bbox="355 517 1487 1438">The National Survey on Drug Use and Health (NSDUH) series (formerly titled National Household Survey on Drug Abuse) is a major source of statistical information on the use of illicit drugs, alcohol, and tobacco and on mental health issues among members of the U.S. civilian, non-institutional population aged 12 or older. The survey tracks trends in specific substance use and mental illness measures and assesses the consequences of these conditions by examining mental and/or substance use disorders and treatment for these disorders. Examples of uses of NSDUH data include the identification of groups at high risk for initiation of substance use and issues among those with co-occurring substance use disorders and mental illness. Surveys were conducted in 1979, 1982, 1985, and 1988; and beginning in 1990 to present, they are conducted annually. Legal custody has been transferred to the National Archives and Records Administration for surveys conducted in 1990 - 1999. Questions include age at first use, as well as lifetime, annual, and past-month usage for the following drugs: alcohol, marijuana, cocaine (including crack), hallucinogens, heroin, inhalants, tobacco, pain relievers, tranquilizers, stimulants, and sedatives. The survey covers substance abuse treatment history and perceived need for treatment, and includes questions from the Diagnostic and Statistical Manual (DSM) of Mental Disorders that allow diagnostic criteria to be applied. Respondents are also asked about personal and family income sources and amounts, health care access and coverage, illegal activities and arrest record, problems resulting from the use of drugs, perceptions of risks, and needle-sharing. Demographic data include gender, race, age, ethnicity, educational level, job status, income level, veteran status, household composition, and population density. Public Use Data File Version is a redacted copy of the Restricted View Version.</p> <p data-bbox="355 1464 911 1489">Final Disposition                      Permanent</p> <p data-bbox="355 1515 906 1540">Item Status                              Withdrawn</p> <p data-bbox="355 1566 800 1591">Is this item media neutral?          No</p> <p data-bbox="355 1617 967 1642">Explanation of limitation          Electronic Only</p> <p data-bbox="355 1668 813 1787">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="355 1813 813 1900">Do any of the records covered by this item exist as structured electronic data?                      Yes</p>

WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

GRS or Superseded Authority Citation N1-511-09-2 item 2b

### Disposition Instruction

Cutoff Instruction End of calendar year in which the data files are published.

Transfer to the National Archives for Accessioning Transfer to the National Archives 15 year(s) after Cutoff date

### Additional Information

First year of records accumulation 1979

What will be the date span of the initial transfer of records to the National Archives? From 1979 To 1989

How frequently will your agency transfer these records to the National Archives? Every 15 Years

	Estimated Current Volume	Annual Accumulation
Electronic/Digital	2374000000 MB	
Paper		
Microform		
Hardcopy or Analog Special Media		

2

### Drug Abuse Warning Network (DAWN) - Public Use Data Version

Disposition Authority Number DAA-0511-2016-0001-0002

The Drug Abuse Warning Network (DAWN) is a nationally representative public health surveillance system that continuously monitors drug-related visits to hospital emergency departments (EDs). A DAWN case is any ED visit involving recent drug use that is implicated in the ED visit. DAWN captures both ED visits that are directly caused by drugs and those in which drugs are a contributing factor but not the direct cause of the ED visit. Annually, DAWN produces estimates of drug-related visits to hospital EDs for the nation as a whole and for selected metropolitan areas. DAWN is used to monitor trends in drug misuse and abuse, identify the emergence of new substances and drug combinations, assess health hazards associated with drug abuse, and estimate the impact of drug misuse and abuse on the Nation's health care system. DAWN relies on a longitudinal

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

probability sample of hospitals located throughout the United States. To be eligible for selection into the DAWN sample, a hospital must be a non-federal, short-stay, general surgical and medical hospital located in the United States, with at least one 24-hour ED. The dataset includes demographics, drugs involved in the ED visit, (up to 16 drugs from 2004 through 2008 and up to 22 drugs from 2009 through 2011), toxicology confirmation, route of administration, type of case, and disposition of the patient following the visit. The Public Use Version is a redacted version of the Restricted Use Files Version and does not contain information restricted for public viewing. NARA has received, processed, and taken legal custody of DAWN data sets for 1994, 1997, 2006, 2007, 2008, and 2009. Data for 1972-1993, 1995-1996, and 1998-2003 is eligible for archiving.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? No

Explanation of limitation Electronic Only

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

GRS or Superseded Authority Citation NCI-90-82-9 1b3  
N1-511-09-03 Item 2b

## Disposition Instruction

Cutoff Instruction Cut off at the end of the fiscal year in which the data files are published.

Transfer to the National Archives for Accessioning Transfer to the National Archives 15 year(s) after Cutoff date

## Additional Information

First year of records accumulation 1972

What will be the date span of the initial transfer of records to the National Archives? From 1972 To 2003

How frequently will your agency transfer these records to the National Archives? Every 15 Years

	Estimated Current Volume	Annual Accumulation
Electronic/Digital	2374000000 MB	

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

Paper		
Microform		
Hardcopy or Analog Special Media		

3 Treatment Episode Data Set -- Census Data - Public Use Data Files Version

Disposition Authority Number DAA-0511-2016-0001-0003

The Treatment Episode Data Set (TEDS) is a national census data system of clients admitted to primarily publically-funded substance abuse and mental health treatment programs as routinely collected from state administrative systems and submitted to SAMHSA in a standard format. TEDS has expanded to include comparable data on clients admitted to mental health treatment programs. TEDS records represent admissions (TEDS-A), discharges (TEDS-D) and mental health (TED-MH) data rather than individuals, as a person may be admitted to and discharged from treatment more than once. While comprising a significant proportion of all admissions and discharges from substance abuse and mental health treatment, TEDS does not include all such admissions or discharges. The scope of admissions and discharges included in TEDS is affected by differences in state reporting practices, varying definitions of treatment admission, availability of public funds, and –public funding constraints. TEDS provides information on service setting, number of prior treatments, primary source of referral, employment status, whether methadone was prescribed in treatment, presence of psychiatric problems, living arrangements, health insurance, substance(s) abused, route of administration, age at first use, pregnancy and veteran status, and demographic variables. TEDS variables that are required to be reported are called the "Minimum Data Set (MDS)", while those that are optional are called the "Supplemental Data Set (SuDS)". Variables specific to mental health consist of two files: Basic Client Information (BCI) and the State Hospital Readmission (SHR). The BCI is data file in which a client is reported once and reports the most recent available information on client demographics and clinical status during the collection year. The SHR is event-based and allows the client to be reported multiple times in a file depending on the number of times the individual is admitted to the state hospital within the 12-month reporting period. Variables unique to discharges, and not part of admissions data, include the length of stay in treatment and reason for discharge. Additional variables, such as calculated age and census region, are added to the data.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? No

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

**Explanation of limitation**                      **Electronic Only**

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?                      **Yes**

Do any of the records covered by this item exist as structured electronic data?                      **Yes**

**GRS or Superseded Authority Citation**                      **NCI-90-78-5  
NC1-90-78-10 (items 1 - 5)  
NC1-90-78-11  
NC1-90-84-3 (item 1)**

**Disposition Instruction**

**Cutoff Instruction**                      **Cutoff 5 years after the end of survey data collection.**

**Transfer to the National Archives for Accessioning**                      **Transfer to the National Archives 15 year(s) after Cutoff**

**Additional Information**

What will be the date span of the initial transfer of records to the National Archives?                      **From 1992 To 1996**

How frequently will your agency transfer these records to the National Archives?                      **Every 15 Years**

	Estimated Current Volume	Annual Accumulation
Electronic/Digital	1.2 GB	
Paper		
Microform		
Hardcopy or Analog Special Media		

4                      **National Survey of Substance Abuse Treatment Services (N-SSATS) - Public Use Data Files Version**

**Disposition Authority Number**                      **DAA-0511-2016-0001-0004**

**N-SSATS is designed to collect information from all facilities in the United States, both public and private, that provide substance abuse treatment. Data collected in**

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

N-SSATS include topics covering facility operation, services offered (assessment and pre-treatment, testing, transitional, ancillary, pharmacotherapies), primary focus (substance abuse, mental health, both, general health, other), hotline operation, Opioid Treatment Programs and medications dispensed or prescribed, counseling and therapeutic approaches, special programs or groups, languages in which treatment is provided, type of treatment provided, number of clients (total and under age 18), number of beds, types of payment accepted, sliding fee scale, and facility accreditation and licensure/certification. N-SSATS is a point-prevalence survey. It provides information on the substance abuse treatment system and its clients on the reference date. Client counts reported here do not represent annual totals. Rather, N-SSATS provides a "snapshot" of substance abuse treatment facilities and clients on an average day.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? No

Explanation of limitation Electronic Only

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

GRS or Superseded Authority Citation NC1-90-84-3 (item 2)

## Disposition Instruction

Cutoff Instruction 24 months after the end of the calendar year survey

Transfer to the National Archives for Accessioning Transfer to the National Archives 15 year(s) after Cutoff

## Additional Information

First year of records accumulation 1990

What will be the date span of the initial transfer of records to the National Archives? From 1990 To 2001

How frequently will your agency transfer these records to the National Archives? Every 15 Years

	Estimated Current Volume	Annual Accumulation
Electronic/Digital	1 GB	

# WITHDRAWN - RETURNED WITHOUT ACTION



# WITHDRAWN - RETURNED WITHOUT ACTION

Paper		
Microform		
Hardcopy or Analog Special Media		

5

**National Mental Health Services Survey (N-MHSS) - Public Use Data Files - Version**

Disposition Authority Number      DAA-0511-2016-0001-0005

The National Mental Health Services Survey (N-MHSS) is an annual survey designed to collect statistical information on the numbers and characteristics of all known mental health treatment facilities within the 50 States, the District of Columbia, and the U.S. territories. In every other year, beginning in 2014, the survey also collects statistical information on the numbers and demographic characteristics of persons served in these treatment facilities as of a specified survey reference date.

Final Disposition                      Permanent

Item Status                              Withdrawn

Is this item media neutral?          No

Explanation of limitation            Electronic Only

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?      Yes

Do any of the records covered by this item exist as structured electronic data?                      Yes

**Disposition Instruction**

Cutoff Instruction                      24 months following the end of the calendar year survey

Transfer to the National Archives for Accessioning      Transfer to the National Archives 15 year(s) after Cutoff

**Additional Information**

First year of records accumulation      2010

What will be the date span of the initial transfer of records to the National Archives?      From 2010 To 2016

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

How frequently will your agency transfer these records to the National Archives? **Every 15 Years**

	Estimated Current Volume	Annual Accumulation
Electronic/Digital	1.2 GB	
Paper		
Microform		
Hardcopy or Analog Special Media		

6 **National Survey on Drug Use and Health (NSDUH) – Restricted Use Raw Data Files Version**

Disposition Authority Number **DAA-0511-2016-0001-0006**

The National Survey on Drug Use and Health (NSDUH) series (formerly titled National Household Survey on Drug Abuse) is a major source of statistical information on the use of illicit drugs, alcohol, and tobacco and on mental health issues among members of the U.S. civilian, non-institutional population aged 12 or older. The survey tracks trends in specific substance use and mental illness measures and assesses the consequences of these conditions by examining mental and/or substance use disorders and treatment for these disorders. Examples of uses of NSDUH data include the identification of groups at high risk for initiation of substance use and issues among those with co-occurring substance use disorders and mental illness. Questions include age at first use, as well as lifetime, annual, and past-month usage for the following drugs: alcohol, marijuana, cocaine (including crack), hallucinogens, heroin, inhalants, tobacco, pain relievers, tranquilizers, stimulants, and sedatives. The survey covers substance abuse treatment history and perceived need for treatment, and includes questions from the Diagnostic and Statistical Manual (DSM) of Mental Disorders that allow diagnostic criteria to be applied. Respondents are also asked about personal and family income sources and amounts, health care access and coverage, illegal activities and arrest record, problems resulting from the use of drugs, perceptions of risks, and needle-sharing. Demographic data include gender, race, age, ethnicity, educational level, job status, income level, veteran status, household composition, and population density

Final Disposition **Temporary**

Item Status **Withdrawn**

Is this item media neutral? **No**

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0511-2016-0001

	<b>Explanation of limitation</b>	<b>Electronic Records only</b>
	Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing?	Yes
	Do any of the records covered by this item exist as structured electronic data?	Yes
	GRS or Superseded Authority Citation	N1-511-09-2 Item 2a
	<b>Disposition Instruction</b>	
	Cutoff Instruction	End of the calendar year in which the data files are published.
	Transfer to Inactive Storage	Retain as long as a business use or need exists.
	Retention Period	Destroy no sooner than 3 year(s) after cutoff but longer retention is authorized
	<b>Additional Information</b>	
	GAO Approval	Not Required
7	<b>Drug Abuse Warning Network (DAWN) - Restricted Use Raw Data Files Version</b>	
	Disposition Authority Number	DAA-0511-2016-0001-0007
	<p>The Drug Abuse Warning Network (DAWN) is a nationally representative public health surveillance system that continuously monitors drug-related visits to hospital emergency departments (EDs). A DAWN case is any ED visit involving recent drug use that is implicated in the ED visit. DAWN captures both ED visits that are directly caused by drugs and those in which drugs are a contributing factor but not the direct cause of the ED visit. Annually, DAWN produces estimates of drug-related visits to hospital EDs for the nation as a whole and for selected metropolitan areas. DAWN is used to monitor trends in drug misuse and abuse, identify the emergence of new substances and drug combinations, assess health hazards associated with drug abuse, and estimate the impact of drug misuse and abuse on the Nation's health care system. DAWN relies on a longitudinal probability sample of hospitals located throughout the United States. To be eligible for selection into the DAWN sample, a hospital must be a non-federal, short-stay, general surgical and medical hospital located in the United States, with at least one 24-hour ED. The dataset includes demographics, drugs involved in the ED visit, (up to 16 drugs from 2004 through 2008 and up to 22 drugs from 2009 through 2011), toxicology confirmation, route of administration, type of case, and disposition of the patient following the visit.</p>	
	Final Disposition	Temporary
	Item Status	Withdrawn

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

Is this item media neutral? Yes

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

GRS or Superseded Authority Citation N1-511-09-03  
NCI-90-82-9 1b3

## Disposition Instruction

Cutoff Instruction At the end of the calendar year.

Transfer to Inactive Storage Records will be retained by the Agency.

Retention Period Destroy no sooner than 3 year(s) after cutoff but longer retention is authorized

## Additional Information

GAO Approval Not Required

Treatment Episode Data Set (TEDS) -- Census Data - Restricted Use Raw data Files Version

Disposition Authority Number DAA-0511-2016-0001-0008

The Treatment Episode Data Set (TEDS) is a national census data system of clients admitted to primarily publically-funded substance abuse and mental health treatment programs as routinely collected from state administrative systems and submitted to SAMHSA in a standard format. TEDS has expanded to include comparable data on clients admitted to mental health treatment programs. TEDS records represent admissions (TEDS-A), discharges (TEDS-D) and mental health (TED-MH) data rather than individuals, as a person may be admitted to and discharged from treatment more than once. While comprising a significant proportion of all admissions and discharges from substance abuse and mental health treatment, TEDS does not include all such admissions or discharges. The scope of admissions and discharges included in TEDS is affected by differences in state reporting practices, varying definitions of treatment admission, availability of public funds, and –public funding constraints. TEDS provides information on service setting, number of prior treatments, primary source of referral, employment status, whether methadone was prescribed in treatment, presence of psychiatric problems, living arrangements, health insurance, substance(s) abused, route of administration, age at first use, pregnancy and veteran status, and demographic variables. TEDS variables that are required to be reported are called the "Minimum Data Set (MDS)", while those that are optional are called the "Supplemental Data Set (SuDS)". Variables specific to mental health consist of two files: Basic Client Information (BCI) and the State Hospital Readmission (SHR). The BCI is data file

8

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

in which a client is reported once and reports the most recent available information on client demographics and clinical status during the collection year. The SHR is event-based and allows the client to be reported multiple times in a file depending on the number of times the individual is admitted to the state hospital within the 12-month reporting period. Variables unique to discharges, and not part of admissions data, include the length of stay in treatment and reason for discharge. Additional variables, such as calculated age and census region, are added to the data.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? No

Explanation of limitation Electronic Only

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

GRS or Superseded Authority Citation  
NC1-90-76-5  
NC1-1-90-76-10 (item 1-5)  
NC1-90-78-11  
NC1-90-84-3 (item 1)

## Disposition Instruction

Cutoff Instruction At the end of the calendar year in which the data files are published and retain.

Transfer to Inactive Storage Records will be retained by the Agency. Retain as long as a business use or need exists.

Retention Period Destroy no sooner than 3 year(s) after cutoff but longer retention is authorized

## Additional Information

GAO Approval Not Required

National Survey of Substance Abuse Treatment Services (N-SSATS) formerly N-DATUS - Restricted Use raw data Files Version

Disposition Authority Number DAA-0511-2016-0001-0009

N-SSATS is designed to collect information from all facilities in the United States, both public and private, that provide substance abuse treatment. Data collected in N-SSATS include topics covering facility operation, services offered (assessment and pre-treatment, testing, transitional, ancillary, pharmacotherapies), primary focus (substance abuse, mental health, both, general health, other), hotline

9

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

operation, Opioid Treatment Programs and medications dispensed or prescribed, counseling and therapeutic approaches, special programs or groups, languages in which treatment is provided, type of treatment provided, number of clients (total and under age 18), number of beds, types of payment accepted, sliding fee scale, and facility accreditation and licensure/certification. N-SSATS is a point-prevalence survey. It provides information on the substance abuse treatment system and its clients on the reference date. Client counts reported here do not represent annual totals. Rather, N-SSATS provides a "snapshot" of substance abuse treatment facilities and clients on an average day.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? No

Explanation of limitation Electronic Records Only

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

GRS or Superseded Authority Citation NC1-90-84-3 (item 2)

## Disposition Instruction

Cutoff Instruction Annually at the end of the fiscal year in which published and retain.

Transfer to Inactive Storage Records will be retained by the Agency. Retain as long as a business use or need exists.

Retention Period Destroy no sooner than 3 year(s) after cutoff but longer retention is authorized

## Additional Information

GAO Approval Not Required

National Mental Health Services Survey (N-MHSS) - Restricted Use Raw Data Files Version

Disposition Authority Number DAA-0511-2016-0001-0010

The National Mental Health Services Survey (N-MHSS) is an annual survey designed to collect statistical information on the numbers and characteristics of all known mental health treatment facilities within the 50 States, the District of Columbia, and the U.S. territories. In every other year, beginning in 2014, the survey also collects statistical information on the numbers and demographic

10

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

characteristics of persons served in these treatment facilities as of a specified survey reference date.

Final Disposition Temporary

Item Status Withdrawn

Is this item media neutral? No

Explanation of limitation Electronic Records Only

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

## Disposition Instruction

Cutoff Instruction Annually at the end of the fiscal year in which published and retain.

Transfer to Inactive Storage Records will be retained by the Agency. Retain as long as a business use or need exists

Retention Period Destroy no sooner than 3 year(s) after cutoff but longer retention is authorized

## Additional Information

GAO Approval Not Required

## Final/Annual Reports

Disposition Authority Number DAA-0511-2016-0001-0011

Includes National, State, and Sub-State (NSDUH) annual reports, National Directory (NMHSS and NSSATS); Analytical Reports addressing special topics relating to alcohol, drug abuse, and mental health and other special studies reports; Short Reports of quick facts about selected substance abuse and mental health topics, Methodology Reports addressing methodological issues concerning data collection systems conducted by SAMHSA's CBHSQ. Also includes, all tables and maps associated with the first release of the national, state and sub-state reports and annual methodological documentation (e.g. the Methodological Resource Book (MRB), including the questionnaire). NSDUH reports that are excluded are: non-annual spotlights, short reports, journal articles, or data reviews.

Final Disposition Permanent

Item Status Withdrawn

Is this item media neutral? Yes

11

# WITHDRAWN - RETURNED WITHOUT ACTION

# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0511-2016-0001

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? Yes

Do any of the records covered by this item exist as structured electronic data? Yes

GRS or Superseded Authority Citation N1-511-09-2, Item 4

**Disposition Instruction**

Cutoff Instruction Cut Off 36 months following the end of the calendar year survey

Transfer to the National Archives for Accessioning Transfer to the National Archives 15 year(s) after Cutoff

**Additional Information**

First year of records accumulation 1971

What will be the date span of the initial transfer of records to the National Archives? Unknown  
Pubs Under the following names and date ranges for NSSATS: NDATAUS (1975-1994), NADAPI (1984), DSRS (1990-1992), UFDS (1995-1999), N-SSATS (2000-current). Pubs under the following names and date ranges for NMHSS: NMHSS (2010-present), Mental Health Directory (1973, 1975, 1977, 1985, 1990, 1995, 2000)

How frequently will your agency transfer these records to the National Archives? Every 15 Years

	Estimated Current Volume	Annual Accumulation
Electronic/Digital	1.2 GB	
Paper	2 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

# WITHDRAWN - RETURNED WITHOUT ACTION



# WITHDRAWN - RETURNED WITHOUT ACTION

NATIONAL ARCHIVES AND RECORDS ADMINISTRATION  
Request for Records Disposition Authority

Records Schedule: DAA-0511-2016-0001

## 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
10/28/2016	Certify	Zintesia Page	Records Management Specialist	Substance Abuse and Mental Health Services Administration - Substance Abuse and Mental Health Services Administration
11/30/2016	Return for Revision	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA
03/09/2017	Submit For Certification	Zintesia Page	Records Management Specialist	Substance Abuse and Mental Health Services Administration - Substance Abuse and Mental Health Services Administration
03/09/2017	Certify	Zintesia Page	Records Management Specialist	Substance Abuse and Mental Health Services Administration - Substance Abuse and Mental Health Services Administration
03/22/2017	Return Without Action	Carly Docca	Archives Specialist	National Archives and Records Administration - ACRA

# WITHDRAWN - RETURNED WITHOUT ACTION