

National Archives and Records Administration
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0512-2024-0002

Status: APPROVED
Date Approved: 10/09/2024

General Information

Agency or Establishment	Health Resources and Services Administration
Record/Scheduling Group	0512 - Records of the Health Resources and Services Administration
Records Schedule Applies To	Agency Subdivision
Major Subdivision	Health System Bureau
Minor Subdivision	Division of Injury Compensation Programs
Schedule Subject	Injury Compensation Programs (ICP)
Additional Schedule Information	<p>The purpose of these programs is to determine the eligibility of petitioners/requesters to receive compensation/benefits, to provide compensation/benefits to eligible petitioners/requesters and to evaluate vaccine/countermeasures safety research. The records are maintained by the Division of Injury Compensation Programs. Case files of electronic records contain data on petitions for compensation/request for benefits, including petitioner's/requester's name and the name of Injured person if different from petitioner/requester, and all relevant medical records (including autopsy reports and slides, radiological films, and home videos, if any), appropriate assessments and evaluations. The National Vaccine Injury Compensation Program (VICP) and The Countermeasures Injury Compensation Program (CICP) combine into the Injury Compensation System (ICS).</p> <p>The database will be utilized to respond to congressional inquiries, Freedom of Information Act requests, and litigation. The records are maintained in Privacy Act Systems: 09-15-0056 National Vaccine Injury Compensation Program, 09-15-0065 Smallpox Vaccine Injury Compensation Program, 09-15-0071 Countermeasures Injury Compensation Program.</p>
Is There a Classified Version of This Schedule?	No
Is consultation and coordination with Tribal Governments required?	No - the records covered by this schedule do not implicate Tribal interests

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Item Count

Total number of disposition items: 5

Number of Temporary disposition items: 5

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0512-2024-0002

Item #	Title	Disposition
0001	National Vaccine Injury Compensation Program (VICP) Case Files	Temporary
0002	Vaccine Injury Compensation Program (VICP) Payment Case Files	Temporary
0003	Countermeasures Injury Compensation Program Case (CICP) Files.	Temporary
0004	Countermeasures Injury Compensation Program (CICP) Payment Case Files	Temporary
0005	Smallpox Vaccine Injury Compensation Program (SVICP) Case Files (Program Terminated in January 2010)	Temporary

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Records Schedule Items

DAA-0512-2024-0002-0001		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	National Vaccine Injury Compensation Program (VICP) Case Files	
Item Description	Case files of records containing data on petitions for compensation, including petitioner's name and name of the person injured if different from petitioner, Social Security number, and all relevant medical records (including autopsy reports, if any,) appropriate assessments, evaluations, prognoses, and such other records and documents as are reasonably necessary for the determination of eligibility for and the amount of compensation to be paid to, or on behalf of, the person who suffered such injury or who died from the injury.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	512	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	Yes	
	Superseded Items	
Superseded Item	Item Superseded in Part?	Explanation
N1-512-96-1	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff closed case files at end of fiscal year.	
Retention Period	Other: Destroy 25 years after the close of the case(s).	
ADDITIONAL INFORMATION		
Are any of the records covered by this item national security classified?	No	
GAO Approval Required	No	

DAA-0512-2024-0002-0002	STATUS: Active
ITEM GENERAL INFORMATION	

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Item Title	Vaccine Injury Compensation Program (VICP) Payment Case Files
Item Description	Records such as credit card slips, banking information, accounting ledgers, medical information, physician notes supporting the diagnosis, prognosis, prescriptions, etc., and similar supportive documentation related to the processing of Vaccine Injury Compensation Program (VICP) payment awards.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	512
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cutoff payment case files at end of fiscal year.
Retention Period	Other: Destroy 25 years after the close of the case(s).
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0512-2024-0002-0003		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Countermeasures Injury Compensation Program Case (CICP) Files.	
Item Description	The records relate to the management of requests such as medical records, legal documents, payment documents, staff case reviews for countermeasure implementation and deployment against a public health threat, emergencies, or security dangers which threatens our country.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	512	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		

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Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cut off closed case files at end of fiscal year.
Retention Period	Other: Destroy 25 years after the close of the case(s).
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0512-2024-0002-0004		STATUS: Active
ITEM GENERAL INFORMATION		
Item Title	Countermeasures Injury Compensation Program (CICP) Payment Case Files	
Item Description	Records such as medical information, physician notes annotating the diagnosis, prognosis, prescriptions, and clinical treatment requirements, credit card slips, banking information, and receipts are related to the processing of the Countermeasures Injury Compensation Program (CICP) payment compensation awards pertaining to medical conditions generated by a pandemic influenza viral strains type A, B, C, and D (including zoonotic virulent variants) for example COVID-19.	
Is this item media neutral?	Yes	
Is this item a Big Bucket?	No	
MANUAL CITATION		
Agency Code	512	
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS		
Does this item supersede existing disposition authorities?	No	
Is this item a deviation from the GRS?	No	
DISPOSITION INSTRUCTION		
Final Disposition	Temporary	
Cutoff Instructions	Other: Cutoff payment case files at end of fiscal year.	
Retention Period	Other: Destroy 25 years after the close of cases.	
ADDITIONAL INFORMATION		

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Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

DAA-0512-2024-0002-0005	STATUS: Active
ITEM GENERAL INFORMATION	
Item Title	Smallpox Vaccine Injury Compensation Program (SVICP) Case Files (Program Terminated in January 2010)
Item Description	These Smallpox Case records are related to the management of requests, such as medical records, legal and payment documents, and staff case reviews. The program was terminated due to the eradication of smallpox in 1980 by the World Health Assembly.
Is this item media neutral?	Yes
Is this item a Big Bucket?	No
MANUAL CITATION	
Agency Code	512
SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS	
Does this item supersede existing disposition authorities?	No
Is this item a deviation from the GRS?	No
DISPOSITION INSTRUCTION	
Final Disposition	Temporary
Cutoff Instructions	Other: Cut off closed case files at end of fiscal year.
Retention Period	Other: Destroy 25 years after the close of the case(s).
ADDITIONAL INFORMATION	
Are any of the records covered by this item national security classified?	No
GAO Approval Required	No

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Signatory Information

Action	User	Date
Approve	Colleen Shogan	10/09/2024