

Request for Records Disposition Authority

Records Schedule Number **DAA-0513-2016-0002**

Schedule Status **Approved**

Agency or Establishment **Indian Health Service**

Record Group / Scheduling Group **Records of the Indian Health Service**

Records Schedule applies to **Major Subdivision**

Major Subdivision **Office of Public Health Support**

Minor Subdivision **Division of Program Statistics**

Schedule Subject **Vital Event Records**

Internal agency concurrences will
be provided **No**

Background Information **The Office of Public Health Support (OPHS) advises and supports the Indian Health Service (IHS) Director on policy, budget formulation, and resource allocation regarding the operation and management of IHS, Tribal, and Urban Indian health programs. In addition, OCPS provides IHS-wide leadership, guidance and support for public health program and activities including strategic planning, evaluation, Government Performance and Results Act (GPRA), research, epidemiology, and statistics.**

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
1	1	0	0

GAO Approval

Outline of Records Schedule Items for DAA-0513-2016-0002

Sequence Number	
1	Vital Events Records
1.1	Vital Statistics Tabulation Files Disposition Authority Number: DAA-0513-2016-0002-0001

Records Schedule Items

Sequence Number	
1	<p>Vital Events Records This schedule reflects vital statistics data such as births and deaths of American Indians and Alaska Natives (AN/AI) peoples.</p>
11	<p>Vital Statistics Tabulation Files</p> <p>Disposition Authority Number DAA-0513-2016-0002-0001</p> <p>This series reflects birth, death, and fetal death data provided annually to the agency from the Division of Vital Statistics, National Center for Health Statistics (NCHS), Centers for Disease Control (CDC). The data reflects American Indians and Alaska Natives (AI/AN) births and deaths occurring throughout the United States. The data is presented in cross-tabulation format which may include some hand-posted data.</p> <p>Final Disposition Permanent</p> <p>Item Status Active</p> <p>Is this item media neutral? Yes</p> <p>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>Do any of the records covered by this item exist as structured electronic data? No</p> <p>Disposition Instruction</p> <p>If this item has multiple sections, indicate here records to which this section apply Non-electronic Textual Records</p> <p>Transfer to the National Archives for Accessioning Transfer to the National Archives immediately after approval of records schedule.</p> <p>Additional Information</p> <p>First year of records accumulation 1954</p> <p>End year of records accumulation 1971</p> <p>What will be the date span of the initial transfer of records to the National Archives? From 1954 To 1971</p> <p>How frequently will your agency transfer these records to the National Archives? Unknown Unknown at this time.</p>

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	10 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

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
11/02/2015	Certify	Christopher Forney	Records Management Officer	Indian Health Service - Division of Administrative Services
12/22/2015	Submit for Concurrence	Tom Cotter	Appraiser	National Archives and Records Administration - Records Management Services
12/29/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
12/29/2015	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
01/04/2016	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist