

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO

N1-185-88-7

DATE RECEIVED

8-8-88

TO **NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

1 FROM (Agency or establishment)

PANAMA CANAL COMMISSION

2 MAJOR SUBDIVISION

ADMINISTRATIVE SERVICES DIVISION

3 MINOR SUBDIVISION

RECORDS MANAGEMENT BRANCH

4 NAME OF PERSON WITH WHOM TO CONFER

Carolyn H. Twohy

5 TELEPHONE EXT

52-7767

DATE

11/18/88

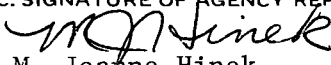
ARCHIVIST OF THE UNITED STATES



6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records, that the records proposed for disposal in this Request of 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, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached

A GAO concurrence is attached, or is unnecessary

B DATE 8/2/88	C. SIGNATURE OF AGENCY REPRESENTATIVE  M. Jeanne Hinek	D TITLE Acting Chief, Records Management Branch Acting Deputy Agency Records Officer
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7 ITEM NO	8 DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARS USE ONLY)
	<p><u>Non-employee Medical Files</u></p> <p>These records include inpatient, outpatient, mental health, and dental files of non-employees treated at hospitals, clinics, and dispensaries of the former Canal Zone.</p> <p>These records are interfiled with employee medical records already accessioned to Atlanta FRC. The separation of non-employee files from employee medical files is impractical. As a result, both series of records should have the same disposition (i.e., NCI-185-79-1; GRS 1, Item 21c).</p> <p>Non-employee inpatient medical files created between 1904 and 1954 (Acc. #185-79-0001 and #185-79-0002) contain original birth certificates which are valuable as evidence in claims for proof of citizenship.</p> <p><u>Disposition</u></p> <p>a. Non-employee inpatient medical records interfiled with Accession Nos. 185-79-0001 and 185-79-0002: DESTROY 100 YEARS AFTER LAST DATE IN RECORD</p> <p>b. Non-employee medical records interfiled with employee medical records other than those in Accessions 185-79-0001 and 185-79-0002: DESTROY 60 YEARS AFTER RETIREMENT TO FRC</p>		