

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER N1-15-92-3	DATE RECEIVED 3-25-92
1. FROM (Agency or establishment) Department of Veterans Affairs (VA)		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION Veterans Health Administration		In accordance with the provisions of 44 U.S.C. 3303a the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
3. MINOR SUBDIVISION VA Field Facilities		DATE <i>3/5/92</i> ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>	
4. NAME OF PERSON WITH WHOM TO CONFER Marjorie M. Leandri	5. TELEPHONE 233-5450		

6. 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 on the attached 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, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies,

is not required; is attached; or has been requested

DATE 3/5/92	SIGNATURE OF AGENCY REPRESENTATIVE <i>[Signature]</i> B. MICHAEL BERGER	TITLE Director, Records Management Service (723)
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Department of Veterans Affairs Veterans Health Administration The credentialing and privileging record serves as a repository for information provided by the applicant/employee and obtained from other sources (schools, previous/current employers, regulation agencies and certifying organizations) regarding the applicants/employees qualifications to provide patient care. The Health Care Provider Credentialing and Privileging Record is an established Privacy Act system of records with twenty associated routine uses for release of information including, but not limited to, disclosure of information in order to obtain primary source verification of credentials, disclosure to the National Practitioner Data Bank, licensing entities and certifying bodies for the purpose of making decisions concerning the issuance, retention or revocation of the license or certification; and prospective employers. The records may be utilized during the course of performance appraisals, audits, reviews, investigations, employee disciplinary hearings and the reduction or,		

REQUEST FOR RECORDS DISPOSITION AUTHORITY — CONTINUATION		JOB NUMBER	PAGE OF
7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>revocation of clinical privileges.</p> <p>A Health Care Provider Credentialing and Privileging Record contains information pertaining to the individual's name, address, date of birth, social security number, name of medical or professional school attended and year of graduation. The record also includes information involving the individual's license, registration or certification by a State licensing board and/or national certifying body, citizenship, honor and awards, professional society membership, professional performance, experience, judgement, educational qualifications, Drug Enforcement Administration certification, information about mental and physical status, evaluation of clinical and/or technical skills, involvement in any administrative, professional or judicial proceedings.</p> <p>Health Care Provider Credentialing and Privileging Records on VA Employees</p> <p>Temporary. Retire to FRCs (Federal records centers) 3 years after the employee separates from VA employment. When the number of files eligible for retirement is less than a cubic foot, retirement may be delayed until a cubic foot of files age 3 years and older is reached. Retain at FRCs for 27 years. If the records are not recalled, they are to be destroyed after 27 years.</p> <p>Health Care Provider Credentialing and Privileging Records on applicants who are not selected for VA employment</p> <p>Temporary. Destroy after 2 years and when no longer needed.</p> <p>Pursuant to The Privacy Act of 1974, each agency record which is accepted by the Archivist of the United States for storage, processing, and servicing shall be considered to be maintained by the VA and shall be subject to the provisions of Title 44. The Archivist of the United States shall not disclose the record except to the VA, or under rules established by the VA.</p>		
		<p><i>stay by J. Peterson</i> <i>9/3/92</i> <i>2/28</i></p>	<p>Temporary. Retire to FRCs (Federal Records Centers) 3 years after the employee separates from VA employment Destroy by WITNESS DISPOSAL 30 years after the employee separates from VA employment (Note: If at the end of 3 years, less than one cubic foot of record material has accumulated under this item, longer retention on site is authorized. A minimum of 1 cubic foot must be retired</p> <p>Temporary. Destroy by Witness Disposal 2 years after non-selection or when no longer needed for reference, whichever is sooner. Do not transfer to FRC unless volume warrants.</p>