

**REQUEST FOR AUTHORITY
TO DISPOSE OF RECORDS**

(See Instructions on Reverse)

1.1
TO: GENERAL SERVICES ADMINISTRATION
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

1. FROM (AGENCY OR ESTABLISHMENT)
DEPARTMENT OF THE AIR FORCE

2. MAJOR SUBDIVISION
Directorate of Administration

3. MINOR SUBDIVISION
Documentation Systems Division

4. NAME OF PERSON WITH WHOM TO CONFER
Mr. K. J. Bilek 767

5. TEL. EXT.
4496

6. CERTIFICATE OF AGENCY REPRESENTATIVE:

LEAVE BLANK	
DATE RECEIVED 11 APR 1977	JOB NO.
NC1 AFG 77 82	
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 stamped "disposal not approved" or "with-drawn" in column 10.	
4-19-77 (Date)	<i>James B. Rhoads</i> Archivist of the United States

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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

1 APR 1977

Herbert G. Geiger

**HERBERT G. GEIGER, Chief
Documentation Systems Division
Directorate of Administration**

7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1	MINUTES OF MEDICAL MEETINGS, PROFESSIONAL STAFFING, AND PROFESSIONAL ACTIVITIES REPORTS (160-1) (Applicable Air Force-Wide) See attached table 160-1, rule 5 which has been added to describe and provide disposition instructions for credentials of health care providers. The Air Force has determined that there is no need to retain credentials when a practitioner is no longer privileged to practice in an Air Force facility. Prudence suggests that the file be maintained for 3 years because of the medico-legal implications that may arise. This retention will adequately serve all Air Force requirements.	NN-170-33	

sent to agency 4/21/77

TABLE 160-1 (Continued)

R U L E	A If documents are or pertain to	B consisting of	C which are	D then
5 ★	professional credentials review files of medical staff members	documentation of a practitioner's formal education, training, clinical experience, and physical, moral and ethical character		destroy 3 years after practitioner separates from the service.