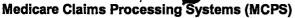
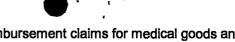


REQUEST FOR RECORDS DISPOSITION AUTHORITY					JOB NUMBER 71-445-04-3			
To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION					Date received			
	8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001				71-446-04-3 Date received 4-28-04			
FROM (Agency or establishment)					NOTIFICATION TO AGENCY			
Department of Health and Human Services					NOTIFICATION TO ACCION			
MAJOR SUBDIVISION Centers for Medicare & Medicaid Services					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			
3. MINOR SUBDIVISION Center for Beneficiary Services (Lou Polise, 410-786-5752)					or "withdrawn"	n" in col	umn 10.	
Office of Information Services (Gary Kavanagh, 410-786-8050)								
4. NAME OF PERSON WITH WHOM TO CONFER 5. TELEPHONE NUMBER					DATE ARCHIVIST OF THE UNITED STATES			
Vickie Robey	Vickie Robey 4/8/04		410-786-7883	26360	3 606 Alla		-auf-	
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 needed now for the business for 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, X is not required								
APR 2 3 2004 SIGNATURE OF AGENCY REPRESENTATIVE APPRILO Barnes, Sr. Commun. 5.					DHHS Records Management Officer			
AFTenuce barries, St.					9 GPS OR			
7. ITEM NO.	8.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION		SUF	SUPERSEDED JOB CITATION		10. ACTION TAKEN (NARA USE ONLY)	
1	Medica	<u>are Claims Processir</u>	ng Systems					
	electro proces medica Progra	onic and other format ssing of bills and rein al goods and service	nbursement claims for s under the Medicare		•			
	R o J	6 n	Thurs Thur					

INACTIVE - ALL ITEMS SUPERSEDED





Information and records that support the processing of bills and reimbursement claims for medical goods and services under the Medicare program and includes data and records collected and maintained by Medicare contractors and sub-contractors.

1. MCPS Records. CMS forms and data created and maintained in the processing of claims for Medicare Part A, B and C. Forms may be requests for payments, insurance claim forms, provider billing for patient services and other documentation to support payments to providers of services or to support payment to beneficiaries' physicians and other suppliers of services. Electronic data may reside in databases referred to as Common Working Files. (Item does not include the data that resides in the National Claims History File, see item 2)

Superseded by:

a. Official Received Copy and Related Data as determined by Medicare contractors and CMS. Original format (paper or electronic), may be converted to another recordkeeping DAA-0440-2015 . 1004 - 0001 medium such as scanned images, microfilm, or electronic data).

DATE (MM/DD/YYYY):

DISPOSITION: Temporary. Records and associated data should be cutoff at the close of CY in which paid. Destroy/delete 6 years and 3 months after cutoff. When the recordkeeping copy is paper, transfer to a Federally-approved records storage facility at cutoff. Destroy 6 years and 3 months after cutoff.

When fraud or overutilization of services is involved, the recordkeeping copy shall be retained until the resolution of the investigation plus 3 months or revert to normal disposition. whichever is longer. (e.g., Dept. of Justice Freeze, Tobacco Litigation, etc.)

Superseded by:

b. Source Documents: Original paper claim and supporting documentation_that are used to DAA-GRS-2017-0003-0002_create imaged record copy on microfilm or electronic media_

DATE (MM/DD/YYYY): 2017

DISPOSITION: Temporary. Destroy/delete after: (1) verification of microfilm or electronic record copy and (2) if record copy is electronic, verification that plans and procedures are in place to migrate records to accessible hardware and software as necessary throughout their retention period.

National Claims History File. Reports generated from the MCPS, Common Working File.

DISPOSITION: Disposition not authorized. SF 115 is pending.

- 3. Electronic Mail and Word Processing System Copies
 - (a) Copies that have no further administrative value after the recordkeeping copy is made. Includes copies maintained by individuals in personal files, personal electronic mail directories, or other personal directories on hard disk or network dries, and copies on shared network drives that are used only to produce the recordkeeping copy.

DISPOSITION: Temporary. Delete within 180 days after the recordkeeping copy has been produced.

(b) Copies used for dissemination, revision, or updating that are maintained in addition to the recordkeeping copy.

- DISPOSITION: Temperary. Delete when dissemination, revision, or updating is completed.

Superseded by job / item number:

DAA-GK5-2017-0003-000 (

OR NON-REZORD