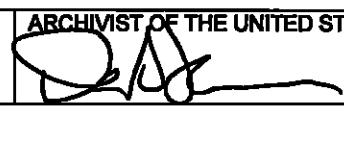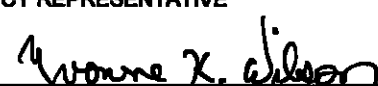| REQUEST FOR RECORDS DISPOSITION AUTHORITY	JOB NUMBER NI-440-09-14

To: NATIONAL ARCHIVES & RECORDS ADMINISTRATION
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001

Date received
9-24-2009

1. FROM (Agency or establishment)
Department of Health and Human Services

NOTIFICATION TO AGENCY

2. MAJOR SUBDIVISION
Centers for Medicare and Medicaid Services (CMS)

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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

4. NAME OF PERSON WITH WHOM TO CONFER
Vickie Robey, CMS Records Officer

5. TELEPHONE NUMBER
410-786-7883

DATE

ARCHIVIST OF THE UNITED STATES

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 ___3___ 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,

☒ is not required   ☐ is attached; or   ☐ has been requested.

DATE
09/22/2009

SIGNATURE OF AGENCY REPRESENTATIVE
S:// Yvonne K. Wilson

TITLE
HHS Records Officer

7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	Healthcare Integrated General Ledger Accounting System (HIGLAS) See attached.		

115-109   PREVIOUS EDITION NOT USABLE   **STANDARD FORM 115 (REV. 3-91)**
Prescribed by NARA 36 CFR 1228

Attachment to SF-115, for CMS Electronic Systems Schedule

~~Healthcare Integrated General Ledger Accounting System (HIGLAS)~~

HIGLAS is a dual-entry, general ledger accounting system that supports the Fee-For-Service Medicare contractor accounting systems with a single standardized system. CMS has 45 million providers and beneficiaries, and as of FY 2010 it uses HIGLAS to process approximately 4.5 million claims per day. HIGLAS improves accountability for Medicare payments to physicians, hospitals and other providers servicing Medicare beneficiaries. HIGLAS is also used to support accounting for Medicaid and Children's Health Insurance Program (CHIP) grants and to generate the CMS Financial Statements, including all vendor payments, payables and receivables.

In addition, to processing Medicare claims HIGLAS replaces the legacy Financial Accounting and Control System (FACS) which accumulates CMS' financial activities, both programmatic and administrative, in its general ledger.

Data resides on mainframe system and is maintained in compliance with all Federal laws and regulations and Federal, HHS and CMS policies and standards as they relate to information security and data privacy.

Master Files – Includes but not limited to: Provider data, beneficiary data, claims and non-claims data, claim adjustments data, check register updates, one time conversion data (data is converted once at HIGLAS launch for each transitioning workload), check status, Medicare Secondary Payer (MSP) debtor data and case data, grants, obligations, and commitments; vendor match, vendor acknowledgment, payments data, batch reports and letters; voids and manual payments, grants, obligations, commitments, accruals, fund balances and expenditures, vendor offset updates, vendor extracts.

DISPOSITION: Temporary. Cutoff at the end of the FY. Delete/destroy 6 years and 3 months after ~~cutoff, or when no longer needed for Agency business, whichever is later.~~

Superseded by job / item number:

DAA-0440-2015-0004-0001

Date (MM/DD/YYYY):

7/13/2017