REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

JOB NO

NC1-26-82-5

DATE RECEIVED
May 20, 1982

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disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10

15 AUG 1982

Date _____ Archivist of the United States

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

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Transportation

2. MAJOR SUBDIVISION
U.S. Coast Guard

3. MINOR SUBDIVISION
Management Analysis Division, Paperwork Management Br.

4. NAME OF PERSON WITH WHOM TO CONFER
James P. Doran

5. TEL EXT
755-7960

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 __3__ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

☐ A Request for immediate disposal.

☒ B Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE
MAY 17 1982	G. D. PASSMORE, CAPT. USCG	Chief, Management Analysis Division

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	The purpose of this request is to amend the Coast Guard Headquarters Records Control Manual, HQINST M5212.6 as follows: Amend item 352 Combine item 354 with item 360 Delete items 362 through 366 (These are covered in GRS#1)		
1.	352. Official Military Health and Dental Record of Active and Reserve Personnel. The Official military health record, including the dental record is part of the Official Military Personnel file and should be forwarded with that file for active duty and reserve personnel. Transfer with the Official Military Personnel file to NPRC (MPR) 9700 Page Blvd., St. Louis, MO, 63132, 6 months after separation.		

6 items

Mass Data Change Worksheet required and attached.
Closed out: 8-27-82 cm
Copied to GNCP (MPR), (CPA) + Agency

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN

2.	360. Clinical Health Records
	
	These records include documents pertaining to Coast Guard active duty military, reservist, military dependents, retirees, humanitarian and foreign nationals cases. Included are clinical folders for each individual containing medical and dental forms and related documents of outpatient/inpatient treatment.
	
	5-20-82
	
	a. Military personnel clinical records (active duty, reservist, and retired personnel).
	
	    1. Outpatient
	
	    2. Inpatient
	
	b. Military dependents clinical record, *or includ*- ~~ing~~ humanitarian cases.
	
	    1. Outpatient		

	(Outpatient) Transfer to NPRC (MPR) 9700 Page Blvd. St. Louis, MO, 63132, 2 years after last activity. Destroy 50 years from the date of the latest document in record.		
	(Inpatient) Transfer to NPRC (MPR) 9700 Page Blvd. St. Louis, MO, 63132, 2 years after last activity. Destroy 50 years from the date of the latest document in record.		
	(b.1 Outpatient) Transfer to NPRC (CPR) 111 Winnebago St., St. Louis, MO, 63118, 2 years after last activity. Destroy 25 years from the date of the latest document in record.		

Four copies, including original, to be submitted to the National Archives

GPO · 1975 O - 579-387

7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9. SAMPLE OR JOB NO	10. ACTION TAKEN
	2. Inpatient	Transfer to NPRC (CPR) 111 Winnebago St., St. Louis, MO, 63118, 2 years after last activity. Destroy 25 years from the date of the latest document in record.		
	c. Foreign Nationals and their dependents clinical records. Includes individuals who use Coast Guard facilities for training, etc. *original* 5-20-82	Provide a copy of the record to Head of the Household or to the Government of the individual. Transfer to NPRC (CPR) 111 Winnebago St., St. Louis, MO, 63118, 1 year after last activity. Destroy 25 years from the date of the latest document in record.	*original*	

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STANDARD FORM 115–A
Revised July 1974
Prescribed by General Services Administration
FPMR (41 CFR) 101–11.4

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