

National Archives and Records Administration  
REQUEST FOR DISPOSITION AUTHORITY

Records Schedule Number: DAA-0015-2026-0012

Status: APPROVED  
Date Approved: 07/15/2026

## General Information

|                                                                    |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
|--------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Agency or Establishment                                            | Veterans Health Administration                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |
| Record/Scheduling Group                                            | 0015 - Records of the Department of Veterans Affairs                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |
| Records Schedule Applies To                                        | Agency-wide                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Schedule Subject                                                   | Non-Health Professions Trainees Digital Recordings                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Additional Schedule Information                                    | <p>Non Health Professions trainees are non-physician-resident health professions trainees. They can be affiliated with individual health professions schools and colleges, clinical traineeships, and fellowships. Non-US citizen HPTs can receive a without compensation (WOC) appointment if legally able to live and work in the US.</p> <p>This records schedule was originally submitted under DAA-0015-2025-0002 and inadvertently returned without action. Due to system limitations a new schedule number was assigned.</p> |
| Is There a Classified Version of This Schedule?                    | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |
| Is consultation and coordination with Tribal Governments required? | No - the records covered by this schedule do not implicate Tribal interests                                                                                                                                                                                                                                                                                                                                                                                                                                                         |

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## Item Count

Total number of disposition items: 1

Number of Temporary disposition items: 1

Number of Permanent disposition items: 0

Number of Items with Disposition Not Approved: 0

Number of Inactive disposition items: 0

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Outline of Records Schedule Items for DAA-0015-2026-0012

| Item # | Title                                              | Disposition |
|--------|----------------------------------------------------|-------------|
| 0001   | Non-Health Professions Trainees Digital Recordings | Temporary   |

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Records Schedule Items

|                                                                           |                                                                                                                                                                                                                                                                                                                                                                                                            |                |
|---------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| DAA-0015-2026-0012-0001                                                   |                                                                                                                                                                                                                                                                                                                                                                                                            | STATUS: Active |
| ITEM GENERAL INFORMATION                                                  |                                                                                                                                                                                                                                                                                                                                                                                                            |                |
| Item Title                                                                | Non-Health Professions Trainees Digital Recordings                                                                                                                                                                                                                                                                                                                                                         |                |
| Item Description                                                          | Digital recordings utilized for evaluation or treatment of Non-Health Professional Trainees (HPTs) must follow guidelines to ensure compliance with regulatory standards and to safeguard sensitive information. Only authorized digital software is permitted for the creation and management of these recordings, which must be securely stored in a designated location to prevent unauthorized access. |                |
| Is this item media neutral?                                               | No                                                                                                                                                                                                                                                                                                                                                                                                         |                |
| Media limitation                                                          | Digital only                                                                                                                                                                                                                                                                                                                                                                                               |                |
| Is this item a Big Bucket?                                                | No                                                                                                                                                                                                                                                                                                                                                                                                         |                |
| MANUAL CITATION                                                           |                                                                                                                                                                                                                                                                                                                                                                                                            |                |
| Agency Code                                                               | 6676.1                                                                                                                                                                                                                                                                                                                                                                                                     |                |
| Manual Title                                                              | Non-Health Professions Trainees Digital Recordings                                                                                                                                                                                                                                                                                                                                                         |                |
| SUPERSEDED AGENCY DISPOSITION AUTHORITIES AND GRS DEVIATIONS              |                                                                                                                                                                                                                                                                                                                                                                                                            |                |
| Does this item supersede existing disposition authorities?                | No                                                                                                                                                                                                                                                                                                                                                                                                         |                |
| Is this item a deviation from the GRS?                                    | No                                                                                                                                                                                                                                                                                                                                                                                                         |                |
| DISPOSITION INSTRUCTION                                                   |                                                                                                                                                                                                                                                                                                                                                                                                            |                |
| Final Disposition                                                         | Temporary                                                                                                                                                                                                                                                                                                                                                                                                  |                |
| Cutoff Instructions                                                       | Other: Cut off after 60 days                                                                                                                                                                                                                                                                                                                                                                               |                |
| Retention Period                                                          | Other: Destroy immediately after cutoff                                                                                                                                                                                                                                                                                                                                                                    |                |
| ADDITIONAL INFORMATION                                                    |                                                                                                                                                                                                                                                                                                                                                                                                            |                |
| Are any of the records covered by this item national security classified? | No                                                                                                                                                                                                                                                                                                                                                                                                         |                |
| GAO Approval Required                                                     | No                                                                                                                                                                                                                                                                                                                                                                                                         |                |

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Signatory Information

| Action  | User                            | Date       |
|---------|---------------------------------|------------|
| Approve | Edward Forst (Acting Archivist) | 07/15/2026 |



Office of the Chief  
Records Officer for the  
U.S. Government

This schedule was signed outside of the ERA system using Standard Form 115.

NARA staff updated ERA to reflect this approval, moving the record schedule into an approved status. The approved status allows for generation of a PDF indicating that the schedule has been approved, and allows an agency to use the schedule in ERA to create transfer requests. The approved date in the system and on the PDF version of the records schedule reflects the system actions.