

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO.

NI-90-89-7

DATE RECEIVED

8/24/89

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

NOTIFICATION TO AGENCY

1. FROM (Agency or establishment)

Dept. of Health and Human Services, Public Health Service

2. MAJOR SUBDIVISION

Health Resources and Services Administration

3. MINOR SUBDIVISION

Bureau of Health Professions

4. NAME OF PERSON WITH WHOM TO CONFER

Linda Querec
Linda Querec - PHS Records Officer

5. TELEPHONE EXT.

443-2055

DATE

3/28/90

ARCHIVIST OF THE UNITED STATES

[Signature]

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 2 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

B. DATE 8/21/89	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Dr. George E. Deal</i>	D. TITLE DHHS Records Management Officer
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	<p><u>The National Vaccine Injury Compensation Program Case Files</u> - contain data on persons filing claims (petitioners) under this program including recommendation of evaluation of medical documents; Social Security Number; name of person vaccinated if different from petitioner; petitioner's name; petition including: an affidavit and supporting documentation with all relevant medical records (including autopsy reports, if any), appropriate assessments, evaluations, prognoses, and such other records and documents as are reasonably necessary for the determination of the amount of compensation to be paid to, or on behalf of, the person who suffered such injury or who died from the administration of the vaccine.</p> <p><u>Disposition:</u> (See page 2) The records shall be disposed of by shredding three years after the termination of all administrative and judicial proceedings, as determined by a final adjudication. Upon written notification to the Government, the petitioner shall have the right to reclaim the original medical records submitted to the Government, after the final adjudication.</p> <p><u>1/17/89</u> Date</p> <p><u>2-MARCH-89</u> Date</p> <p><i>James E. Anderson</i> NARS Records Officer</p> <p><i>Robert J. [Signature]</i> Project Officer</p> <p>National Vaccine Injury Compensation Program mandated by Part A (42 U.S.C. 300aa-10 et.seq.) and Part D (42 U.S.C. 300aa-31 et.seq.), Subtitle 2 of Title XXI of the PHS Act, as amended, National Vaccine Injury Compensation Program.</p>		

Copies sent to agency, NCF, M, MW 4/12/90

Disposition:

Cut off closed case files at the end of the fiscal year.
Transfer closed files to the Washington National Records
Center. Destroy six years after cutoff.

11-13-89
Date

James E. Jenkins
HRSA Records Officer

11/13/89
Date

Julio F. Albuter
Project Officer

11/14/89
Date

Gerald V. Luna
HRSA Privacy Act Officer