

<b>REQUEST FOR RECORDS DISPOSITION AUTHORITY</b>		JOB NUMBER <i>71-440-00-4</i>	
To NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		DATE RECEIVED <i>7-12-00</i>	
1 FROM (Agency or establishment) Health Care Financing Administration		NOTIFICATION TO AGENCY  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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.	
2 MAJOR SUBDIVISION Office of Information Systems (Laura Saffran, 410-786-0962)			
3 MINOR SUBDIVISION			
4 NAME OF PERSON WITH WHOM TO CONFER Vickie Robey	5 TELEPHONE (410) 786-7883	DATE	ARCHIVIST OF THE UNITED STATES <b>WITHDRAWN</b>
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 <u>2</u> 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, under the provisions of Title 8 of the GAO manual for Guidance of Federal Agencies,  X is not required; <input type="checkbox"/> is attached; or <input type="checkbox"/> has been requested. <i>OGC Review 6/13/00</i>			
DATE JUN 23 2000	SIGNATURE OF AGENCY REPRESENTATIVE <i>Arnette Barnes, Sr.</i> Arnette Barnes, Sr.	TITLE DHHS Records Management Officer	
7 Item No 1	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION <b><u>National Charge Distribution System (CHDS)</u></b>  This system created charge distribution tables. Tables report the distribution of beneficiaries' allowed charges for a service year that are subject to the Part B deductible.  A. Data Input and Sources: Full electronic Medicare utilization claims from the National Claims History File.  Disposition: Due to a freeze imposed by the Department of Justice in 1992, no Medicare claims, payment or administrative records can be destroyed until further notice. Once the freeze is lifted, delete when the agency determines they are no longer needed for administrative, legal, audit other operational purposes.  B. Data File: Selected elements of the full electronic Medicare utilization claims receipts are extracted from the National Claims History Files and used to create the tables.	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)

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	<p>Disposition: Due to a freeze imposed by the Department of Justice in 1992, no Medicare claims, payment or administrative records can be destroyed until further notice. once the freeze is lifted, intermediate files can be deleted once transferred to the system and verified. (Data can always be retrieved from the National Claims History File as originally done.)</p> <p>C. Output: Hard-copy of charge distribution tables are created yearly. The tables are used by the Office of the Actuary and are not transferred to any other systems.</p> <p>Disposition: Due to a freeze imposed by the Department of Justice in 1992, no Medicare claims, payment or administrative records can be destroyed until further notice. once the freeze is lifted, destroy information after superseded, obsolete, or no longer needed for current Agency operations.</p> <p>D. Documentation: System was replaced under the umbrella of HCIS functions and referred to as Medicare Actuarial Data System. This is now in an Oracle database and documented.</p> <p>Disposition: Disposition: Due to a freeze imposed by the Department of Justice in 1992, no Medicare claims, payment or administrative records can be destroyed until further notice. Once the freeze is lifted, destroy/delete when superseded or obsolete, or upon authorized deletion of the related stored data.</p> <p>f:115-chds</p>		