

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK (NARA use only)	
TO: NATIONAL ARCHIVES and RECORDS ADMINISTRATION (NIR) WASHINGTON, DC 20408		JOB NUMBER <i>NI-15-97-4</i>	DATE RECEIVED <i>1-6-97</i>
1. FROM (Agency or establishment) <i>Department of Veterans Affairs (VA)</i>		NOTIFICATION TO AGENCY	
2. MAJOR SUBDIVISION <i>Veterans Health Administration (VHA)</i>		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request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	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 <i>VA Central Office and Field Facilities</i>			
4. NAME OF PERSON WITH WHOM TO CONFER <i>Sherwin Lynch</i>	5. TELEPHONE <i>(202) 273-8312</i>	DATE <i>4-21-97</i>	ARCHIVIST OF THE UNITED STATES: <i>John W. Cal</i>

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 ___ 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,

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

DATE DEC 20 1996	SIGNATURE OF AGENCY REPRESENTATIVE <i>Donald L. Neilson</i>	TITLE <i>Director, Information Management Service</i>
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7. ITEM NO.	8. DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARA USE ONLY)
	<p>Quality Management records are created at health care facilities, Regional or VA Central Office levels, or by external contractors and may be produced on paper, computer discs or tapes, audio and video tapes, photographs, or other record mediums. Regardless of the record medium, records are to be retained until expiration of their authorized retention period.</p> <p>This records series consist of memoranda, minutes, notes, letters, reports, statements of witnesses, reports of interviews and hearings, related correspondence and exhibits, findings and recommendations, and other records to document QM activities.</p> <p><u>Quality Management (confidential and nonconfidential) records</u></p> <p>DISPOSITION: Destroy after 3 years. Records needed for research studies, legal purposes, or quality assurance purposes may be held longer.</p> <p><i>APR 30 1997 MHR</i> <i>copy to: Agency, NWDD NR</i></p>		