

procedures at treatment site to determine professional adequacy to participate in treatment dives.'

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Routine uses of records maintained in the system, including categories of users and the purposes of such uses:

Add a new paragraph to the end of the entry '**Note:** This system of records contains individually identifiable health information. The DoD Health Information Privacy Regulation (DoD 6025.18-R) issued pursuant to the Health Insurance Portability and Accountability Act of 1996, applies to most such health information. DoD 6025.18-R may place additional procedural requirements on the uses and disclosures of such information beyond those found in the Privacy Act of 1974 or mentioned in this system of records notice.'

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SAFEGUARDS:

Delete entry and replace with 'Records are accessed by patient's medical care provider(s) and by person(s) responsible for servicing the record system in performance of their official duties and by authorized personnel conducting IRB-approved research protocols. Records are stored in locked rooms and cabinets.'

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SYSTEM NAME:

Hyperbaric Medical Operations.

SYSTEM LOCATION:

Treatment records (original) are retained in individual health record at United States Air Force or other DoD medical treatment facilities or at the National Personnel Records Center, Civilian Personnel Records, 111 Winnebago Street, St. Louis, MO 63118-4126. A copy is retained at USAF School of Aerospace Medicine, Hyperbaric Medicine Division (USAFSAM/FEH), 2601 Louis Bauer Drive, Brooks City-Base TX 78235-5130. If Hyperbaric medical treatment is provided at system locations other than USAFSAM/FEH, a copy of emergency Hyperbaric treatment records, *i.e.*, treatment records generated for decompression sickness (DCS), arterial gas embolism (AGE), carbon monoxide poisoning (CO-poisoning) or gas gangrene will be sent to USAFSAM/FEH. Compression Chamber Reactor Case Report (AF Form 361; original) is retained indefinitely at USAFSAM/FEH, Brooks City-Base and for 3 years at individual Aerospace Physiology Training Units.

CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

Personnel performing treatments; patients who are active duty military personnel, retired Air Force military personnel, dependents of military personnel, dependents of retired military, selected international students, and civilians treated on an emergency basis.

CATEGORIES OF RECORDS IN THE SYSTEM:

Treatment records of patient and records of personnel conducting treatment. Records of training dives are maintained on officers and technicians performing treatment dives.

AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

10 U.S.C. 8013, Secretary of the Air Force; 10 U.S.C. 55, Medical and Dental Care, as implemented by Air Force Instruction 48-104, Aerospace Medicine; and Air Force Instruction 48-112, Hyperbaric Chamber Program.

PURPOSE(S):

Provide an exact record for a patient treated by recompression therapy and documents patient's response to treatment.

Records are maintained on persons performing treatments because they are exposed to the same treatment profiles as their patients and to insure their capability of performing treatment. Records are used for research and statistical analysis by the Air Force Medical Operations Agency.

Records are maintained on technicians/officers conducting procedures at treatment site to determine professional adequacy to participate in treatment dives.

ROUTINE USES OF RECORDS MAINTAINED IN THE SYSTEM, INCLUDING CATEGORIES OF USERS AND THE PURPOSES OF SUCH USES:

In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records, or information contained therein, may specifically be disclosed outside the DOD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows:

The DoD 'Blanket Routine Uses' published at the beginning of the Air Force's compilation of systems of records notices apply to this system.

Note: This system of records contains individually identifiable health information. The DoD Health Information Privacy Regulation (DoD 6025.18-R) issued pursuant to the Health Insurance Portability and Accountability Act of 1996, applies to most such health information. DoD 6025.18-R may place additional procedural requirements on the uses and disclosures of such information beyond those found in the Privacy Act of

1974 or mentioned in this system of records notice.

POLICIES AND PRACTICES FOR STORING, RETRIEVING, ACCESSING, RETAINING, AND DISPOSING OF RECORDS IN THE SYSTEM:

STORAGE:

Maintained in file folders and visible file binders/cabinets.

RETRIEVABILITY:

Retrieved by name.

SAFEGUARDS:

Records are accessed by patient's medical care provider(s) and by person(s) responsible for servicing the record system in performance of their official duties and by authorized personnel conducting IRB-approved research protocols. Records are stored in locked rooms and cabinets.

RETENTION AND DISPOSAL:

Treatment Records (original) retained in individual health record for fifty years after date of latest document and then destroyed. First copy and other copies at Armstrong Laboratory, Air Force Medical Operations Agency and major commands are retained in office files until superseded, obsolete, no longer needed for reference, or on inactivation, then destroyed. Copies at Physiological Training Units are destroyed after 3 years; Compression Chamber Operation Record at Physiological Training Units are retained in office files until superseded, obsolete, no longer needed for reference, or on inactivation, then destroyed. Compression Chamber Reaction Case Report (original) retained in individual health record for fifty years after date of latest document, then destroyed. First copy at Armstrong Laboratory and other copies at Headquarters Air Force Medical Operations Agency and major commands are retained in office files until superseded, obsolete, no longer needed for reference, or on inactivation, then destroyed. Copies at Physiological Training Units retained in office files until superseded, obsolete, no longer needed for reference, or on inactivation, then destroyed. Oxygen Sensitivity Tolerance/Pressure Test retained in individual health record for fifty years after date of latest document, then destroyed. All records are destroyed by tearing into pieces, shredding, pulping, macerating or burning.

SYSTEM MANAGER(S) AND ADDRESS:

Commander, Headquarters Air Force Medical Operation Agency, 170 Luke Avenue, Suite 400, Bolling Air Force Base, DC 20332-5113.