

Dated: November 7, 2003.

**Patricia Toppings,**

*Alternate OSD Federal Register Liaison  
Officer, Department of Defense.*

**F035 AF SAFPA D**

**SYSTEM NAME:**

Your Guardians of Freedom User  
Database (March 6, 2003, 68 FR 10704).

**CHANGES:**

\* \* \* \* \*

**RETENTION AND DISPOSAL:**

Delete and replace entry with 'Destroy  
when the individual requests removal  
from the system, or one year from the  
last date the record was modified by the  
individual, whichever is sooner.

\* \* \* \* \*

**F035 AF SAFPA D**

**SYSTEM NAME:**

Your Guardians of Freedom User  
Database (March 6, 2003, 68 FR 10704).

**SYSTEM LOCATION:**

Doe Anderson Interactive, 620 W.  
Main Street, Louisville, KY 40202-2933.

Subsystems of the main system may  
be located at the Public Affairs Offices  
at Air Force Bases, Air National Guard  
or Air Force Reserve or similar  
installations to which an individual is  
assigned.

**CATEGORIES OF INDIVIDUALS COVERED BY THE  
SYSTEM:**

Air Force personnel, Air Force  
Reserve Command personnel, and Air  
National Guard personnel who  
voluntarily submit information into the  
system.

**CATEGORIES OF RECORDS IN THE SYSTEM:**

Information in the system includes,  
but is not limited to, to name, current  
grade, marital status, local address,  
name and address of spouse, parents or  
guardians, photographs, name and  
address of civilian employer.

**AUTHORITY FOR MAINTENANCE OF THE SYSTEM:**

10 U.S.C. 8013, Secretary of the Air  
Force and E.O. 9397 (SSN).

**PURPOSE(S):**

To provide an outreach program for  
commanders to communicate with  
families, civilian employers, educators,  
news media, and political and  
community leaders about the extensive  
role of airmen in the war on terrorism.

**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:

To civilian employers of Air Reserve  
Component personnel for purposes of  
providing information regarding  
employer and employee rights, benefits,  
and obligations under the Uniformed  
Services Employment and  
Reemployment Rights Act; to accord  
appropriate public recognition to the  
employer for his or her support of Air  
Force programs and employee  
participation therein; and to provide  
information regarding Air Force and Air  
Reserve Component issues, plans, and  
operations and/or the involvement of  
employees in such activities.

To family members, political and  
community leaders, and the news media  
for purposes of providing information  
regarding Air Force and Air Reserve  
Component issues, plans, and  
operations and/or the involvement of  
Air Force personnel, active or reserve,  
in such activities.

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

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

**STORAGE:**

Maintained on computers and  
computer output products.

**RETRIEVABILITY:**

Retrieved by individual's name, unit  
and address.

**SAFEGUARDS:**

Records are accessed by person(s)  
responsible for servicing the record  
system in performance of their official  
duties, and by authorized personnel  
who are properly screened and cleared  
for need-to-know. Records in computer  
storage devices are protected by  
computer system software.

**RETENTION AND DISPOSAL:**

Destroy when the individual requests  
removal from the system, or one year  
from the last date the record was  
modified by the individual, whichever  
is sooner.

**SYSTEM MANAGER(S) AND ADDRESS:**

Director, Your Guardians of Freedom,  
Office of the Secretary of the Air Force,  
Public Affairs, SAF/PA, 1690 AF  
Pentagon, Washington, DC 20330-1690.

**NOTIFICATION PROCEDURE:**

Individuals seeking to determine  
whether this system of records contains  
information about themselves should

use the web-based login screen to  
contact system administrators by e-mail,  
or should address written requests to  
Your Guardians of Freedom, SAF/PA,  
1690 AF Pentagon, Washington, DC  
20330-1690.

Inquiries about a subsystem should be  
addressed to the Public Affairs Officer at  
the base or installation of the  
individual's assignment. Official  
mailing addresses are published as an  
appendix to the Air Force's compilation  
of systems of records.

**RECORD ACCESS PROCEDURES:**

Individuals seeking access to records  
about themselves contained in this  
system of records should log into the  
system using the username and  
password they received when they  
initially registered. The web-based login  
screen provides information to retrieve  
forgotten passwords.

Individuals can also address written  
inquiries to Your Guardians of Freedom,  
SAF/PA, 1690 AF Pentagon,  
Washington, DC 20330-1690, or the  
installation Public Affairs Officer.  
Official mailing addresses are published  
as an appendix to the Air Force's  
compilation of systems of records.

**CONTESTING RECORD PROCEDURES:**

Individuals may log into the system  
using the username and password they  
received when they initially registered  
and alter the information about them  
contained in the system.

Otherwise, the Air Force rules for  
accessing records and contesting  
contents and appealing initial  
determinations are published in Air  
Force Instruction 37-132, 32 CFR part  
806b, or may be obtained from the  
system manager.

**RECORD SOURCE CATEGORIES:**

Information is obtained from the  
individual.

**EXEMPTIONS CLAIMED FOR THE SYSTEM:**

None.

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BILLING CODE 5001-06-P

**DEPARTMENT OF DEFENSE**

**Department of the Air Force**

**Privacy Act of 1974; System of  
Records**

**AGENCY:** Department of the Air Force,  
DoD.

**ACTION:** Notice to amend a system of  
records.

**SUMMARY:** The Department of the Air  
Force is amending a system of records

notice in its existing inventory of record systems subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended.

The amendment is required to alert the users of this system of records of the additional requirements of the Health Insurance Portability and Accountability Act (HIPAA) of 1996, as implemented by DoD 6025.18-R, DoD Health Information Privacy Regulation. Language being added under the "Routine Use" category is as follows:

**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.

**DATES:** This proposed action will be effective without further notice on December 18, 2003, unless comments are received which result in a contrary determination.

**ADDRESSES:** Send comments to the Air Force Privacy Act Manager, Office of the Chief Information Officer, AF-CIO/P, 1155 Air Force Pentagon, Washington, DC 20330-1155.

**FOR FURTHER INFORMATION CONTACT:** Mrs. Anne Rollins at (703) 601-4043.

**SUPPLEMENTARY INFORMATION:** The Department of the Air Force systems of records notices subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The specific changes to the records systems being amended are set forth below followed by the notices, as amended, published in their entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974, (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: November 7, 2003.

**Patricia L. Toppings,**  
Alternate OSD Federal Register Liaison  
Officer, Department of Defense.

#### F044 AF SG Q

##### SYSTEM NAME:

Family Advocacy Program Record  
(May 31, 2002, 67 FR 38068).

##### CHANGES:

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##### CATEGORIES OF RECORDS IN THE SYSTEM:

Delete 'Records of family member exceptional medical and/or educational needs, medical summaries, individual educational program plans, general supportive documentation and correspondence'.

\* \* \* \* \*

##### PURPOSE(S):

Delete from entry 'exceptional educational and/or medical needs of family members'. Add 'secondary' before 'prevention', and add 'assessment and intervention' before 'activities'.

\* \* \* \* \*

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

Add 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."

\* \* \* \* \*

##### RETRIEVABILITY:

Add to end of entry 'or by other identification number'.

\* \* \* \* \*

##### RETENTION AND DISPOSAL:

Delete entry and replace with "Hardcopy/Paper Records: Substantiated Maltreatment Incidents and Unsubstantiated-Unresolved Maltreatment Incidents: Destroy as a family group 25 years after the end of the calendar year in which the case review committee determination was made or treatment ends.

Unsubstantiated/Did Not Occur Maltreatment Incidents: Destroy 2 years after the end of the calendar year in which the case review committee determination was made.

Secondary Prevention Records: Destroy 2 years after the end of the calendar year in which the prevention service was provided.

Electronic Data in FAP Databases: Maintained indefinitely in archived or active status."

\* \* \* \* \*

#### F044 AF SG Q

##### SYSTEM NAME:

Family Advocacy Program Record.

##### SYSTEM LOCATION:

Headquarters United States Air Force, Office of the Surgeon General, 110 Luke Avenue, Room 400, Bolling Air Force Base, Washington, DC 20332-7050;

Air Force Medical Operations Agency, Family Advocacy Program, 2664 Flight Nurse, Building 801, Brooks City-Base, TX 78235-5135;

Major Command Surgeons' offices; Air Force hospitals, medical centers and clinics. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

##### CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All DoD beneficiaries who are entitled to care at Air Force medical facilities.

##### CATEGORIES OF RECORDS IN THE SYSTEM:

Records of suspected and established cases of family maltreatment, assessments and evaluations, investigative reports, check lists, family advocacy case management team minutes and reports, follow-up and evaluative reports, correspondence, and any other supportive data gathered relevant to individual family advocacy program cases. Secondary prevention records, assessment and survey instruments, service plans, and chronological documentation data. Prevention contact activity files.

##### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

10 U.S.C. 8013, Secretary of the Air Force; Air Force Instruction 40-301, Air Force Family Advocacy Program, and E.O. 9397 (SSN).

##### PURPOSE(S):

To document the activities of the Family Advocacy Program as they relate to allegations of and substantiated cases of family maltreatment, secondary prevention assessments and intervention activities, assessment and survey activities; compile database for statistical analysis, tracking, and reporting; evaluate program effectiveness and conduct research.

##### 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:

To any member of the family in whose sponsor's name the file is maintained, in furtherance of treating any member of the family.

To the Attorney General of the United States or his authorized representatives

in connection with litigation, or other matters under the direct jurisdiction of the Department of Justice.

To officials and employees of the Department of Veterans Affairs in the performance of their official duties relating to the adjudication of veterans claims and in providing medical care to members of the Air Force.

To officials and employees of other departments and agencies of the Executive Branch of government upon request in the performance of their official duties relating to review of the official qualifications and medical history of applicants and employees who are covered by this record system and for the conduct of research studies and relating to the coordination of family advocacy programs, medical care and research concerning family maltreatment and neglect.

To private organizations (including educational institutions) and individuals for authorized health research in the interest of the Federal government and the public. When not considered mandatory, patient identification data shall be eliminated from records used for research studies.

To officials and employees of the National Research Council in cooperative studies of the National History of Disease; of prognosis and of epidemiology. Each study in which the records of members and former members of the Air Force are used must be approved by the Surgeon General of the Air Force.

To officials and employees of local and state governments and agencies in the performance of their official duties pursuant to the laws and regulations governing local control of communicable diseases, preventive medicine and safety programs, child abuse and other public health and welfare programs.

To the Federal, state or local governmental agencies when appropriate in the counseling and treatment of individuals or when involved in child abuse or neglect.

To authorized surveying bodies for professional certification and accreditations.

To the individual organization or government agency as necessary when required by Federal statute, E.O., or by treaty.

Drug/Alcohol and Family Advocacy information maintained in connection with Abuse Prevention Programs shall be disclosed only in accordance with applicable statutes.

The DoD 'Blanket Routine Uses' set forth at the beginning of the Air Force's compilation of systems of records

notices apply to this system, except as stipulated in the 'NOTE' below.

**Note:** Records of identity, diagnosis, prognosis or treatment of any client/patient, irrespective of whether or when he/she ceases to be a client/patient, maintained in connection with the performance of any alcohol or drug abuse prevention and treatment function conducted, requested, or directly or indirectly assisted by any department or agency of the United States, shall, except as provided herein, be confidential and be disclosed only for the purposes and under the circumstances expressly authorized in 42 U.S.C. 290dd-2. This statute takes precedence over the Privacy Act of 1974 in regard to accessibility of such records except to the individual to whom the record pertains. The DoD 'Blanket Routine Uses' do not apply to these types of records.

**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:**

Records may be stored in file folders, in computers, and on computer output products.

##### **RETRIEVABILITY:**

Records are retrieved by the name and Social Security Number of the sponsor or the sponsor's spouse or by other identification number.

##### **SAFEGUARDS:**

Records are maintained in various types of lockable filing equipment in monitored or controlled access lockable rooms or areas. Records are accessible only to authorized personnel that are properly screened and trained. Computer terminals are located in supervised areas with access controlled by password or other user-code systems. Records on computer storage devices are protected by computer system security software or physically stored in lockable filing equipment.

##### **RETENTION AND DISPOSAL:**

##### **HARDCOPY/PAPER RECORDS:**

Substantiated Maltreatment Incidents and Unsubstantiated-Unresolved Maltreatment Incidents: Destroy as a family group 25 years after the end of the calendar year in which the case

review committee determination was made or treatment ends.

Unsubstantiated/Did Not Occur Maltreatment Incidents: Destroy 2 years after the end of the calendar year in which the case review committee determination was made.

Secondary Prevention Records: Destroy 2 years after the end of the calendar year in which the prevention service was provided.

Electronic Data in FAP Databases: 'Maintained indefinitely in archived or active status.'

#### **SYSTEM MANAGER(S) AND ADDRESS:**

Chief, Air Force Medical Operations Agency, Family Advocacy Division, 2664 Flight Nurse, Building 801, Brooks City-Base, TX 78235-5135, Major Command Surgeons, and Commanders of Air Force medical treatment facilities. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

#### **NOTIFICATION PROCEDURE:**

Individuals seeking to determine if this system of records contains information on them should address inquiries to the Family Advocacy Officer at the Air Force medical treatment facility where services were provided. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

Request should include the names and Social Security Numbers of the individual and sponsor concerned.

#### **RECORD ACCESS PROCEDURES:**

Individuals seeking to access their records in this system should address requests to the Patient Affairs Officer at the Air Force medical treatment facility where services were provided. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

Request should include the names and Social Security Numbers of the individual and sponsor concerned.

#### **CONTESTING RECORD PROCEDURES:**

The Air Force rules for accessing records, and for contesting contents and appealing initial agency determinations are published in Air Force Instruction 37-132; 32 CFR part 806b; or may be obtained from the system manager.

#### **RECORD SOURCE CATEGORIES:**

Individual to whom the record pertains, reports from physicians and other medical department personnel; reports and information from other sources including educational institutions, medical institutions, law

enforcement agencies, public and private health and welfare agencies, and witnesses.

#### EXEMPTIONS CLAIMED FOR THE SYSTEM:

Investigatory material compiled for law enforcement purposes, other than material within the scope of subsection 5 U.S.C. 552a(j)(2), may be exempt pursuant to 5 U.S.C. 552a(k)(2). However, if an individual is denied any right, privilege, or benefit for which he would otherwise be entitled by Federal law or for which he would otherwise be eligible, as a result of the maintenance of the information, the individual will be provided access to the information exempt to the extent that disclosure would reveal the identity of a confidential source.

Investigatory material compiled solely for the purpose of determining suitability, eligibility, or qualifications for federal civilian employment, military service, federal contracts, or access to classified information may be exempt pursuant to 5 U.S.C. 552a(k)(5), but only to the extent that such material would reveal the identity of a confidential source.

An exemption rule for this record system has been promulgated in accordance with the requirements of 5 U.S.C. 553 (b)(1), (2), and (3), (c) and (e) and published in 32 CFR part 806b.

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BILLING CODE 5001-06-P

## DEPARTMENT OF DEFENSE

### Department of the Air Force

#### Privacy Act of 1974; System of Records

**AGENCY:** Department of the Air Force, DoD.

**ACTION:** Notice to amend systems of records.

**SUMMARY:** The Department of the Air Force is amending a system of records notice in its existing inventory of record systems subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended.

The amendment is required to alert the users of this system of records of the additional requirements of the Health Insurance Portability and Accountability Act (HIPAA) of 1996, as implemented by DoD 6025.18-R, DoD Health Information Privacy Regulation. Language being added under the 'Routine Use' category is as follows:

**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.

**DATES:** This proposed action will be effective without further notice on December 18, 2003, unless comments are received which result in a contrary determination.

**ADDRESSES:** Send comments to the Air Force Privacy Act Manager, Office of the Chief Information Officer, AF-CIO/P, 1155 Air Force Pentagon, Washington, DC 20330-1155.

**FOR FURTHER INFORMATION CONTACT:** Mrs. Anne Rollins at (703) 601-4043.

**SUPPLEMENTARY INFORMATION:** The Department of the Air Force systems of records notices subject to the Privacy Act of 1974, (5 U.S.C. 552a), as amended, have been published in the **Federal Register** and are available from the address above.

The specific changes to the records system being amended are set forth below followed by the notice, as amended, published in its entirety. The proposed amendments are not within the purview of subsection (r) of the Privacy Act of 1974, (5 U.S.C. 552a), as amended, which requires the submission of a new or altered system report.

Dated: November 7, 2003.

**Patricia L. Toppings,**  
*Alternate OSD Federal Register Liaison Officer, Department of Defense.*

**F044 AF SG O**

#### SYSTEM NAME:

United States Air Force Master Radiation Exposure Registry (June 11, 1997, 62 FR 31793).

#### CHANGES:

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#### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Replace 'Regulation 161-28, Personnel Dosimetry Program' with 'Instruction 48-148, Ionizing Radiation Protection, Air Force Instruction 40-201, Managing Radioactive Materials in the USAF, and Air Force Instruction 48-125, The U.S. Air Force Personnel Dosimetry Program'.

#### PURPOSE(S):

Replace 'USAF Occupational and Environmental Health Laboratory (OEHL)' with '311th Human Systems Wing's Air Force Institute for Environment Safety, and Occupational Health Risk Analysis (AFIERA), Radiation Surveillance Division (SDR)'.

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

Add to end of 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.'

\* \* \* \* \*

#### STORAGE:

Replace entry with "Maintained in computers and on computer output products."

\* \* \* \* \*

**F044 AF SG O**

#### SYSTEM NAME:

United States Air Force Master Radiation Exposure Registry.

#### SYSTEM LOCATION:

United States Air Force Institute for Environment, Safety, and Occupational Health Risk Analysis (AFIERA), Brooks City-Base, TX 78235-5103; Air Force medical centers, hospitals and clinics; Air Force operating locations and installations using sources of ionizing radiation. Official mailing addresses are published as an appendix to the Air Force's compilation of systems of records notices.

#### CATEGORIES OF INDIVIDUALS COVERED BY THE SYSTEM:

All personnel currently enrolled in or having been monitored under the USAF's Personnel Dosimetry Program or on whom the Air Force has performed a bioassay for radioactive materials since 1960. This includes Air Force military and civilian employees; military and civilian employees of other Components and the Department of Defense; and some employees of other federal agencies and civilian contractors.

#### CATEGORIES OF RECORDS IN THE SYSTEM:

Personal radiation dosimetry (film badge or thermoluminescent dosimeter) results in monthly and lifetime cumulative periods and results of bioassays for radioactive materials in the body.

#### AUTHORITY FOR MAINTENANCE OF THE SYSTEM:

Section 20.401(a) and (c), 10 Chapter I, Code of Federal Regulations (10 CFR