



NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION  
8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001  
[www.archives.gov](http://www.archives.gov)

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February 12, 2020

Mr. Tommy W. Lee  
Department of Defense  
United States Air Force  
Headquarters Air Force Records Office (SAF/CNZA)  
1800 Air Force Pentagon  
Washington, DC 20330-1800

Dear Mr. Lee:

The National Archives and Records Administration (NARA) received your reports of the unauthorized dispositions of medical and dental records at the 88th Medical Support Squadron at Wright-Patterson Air Force Base (AFB). From August 2019 to January 2020, the Air Force discovered the loss of portions of nine medical and dental records belonging to separating and retired active duty members. The agency has not successfully recovered the records, which contain PII, despite conducting a thorough search of its Medical Treatment Facility (MTF). Investigations are pending for each incident.

In accordance with 36 CFR 1230.16, NARA requests that your agency provide NARA with a response within 30 days that provides a status on the investigations and whether any additional missing patient records have been discovered at the MTF. If other records have been discovered, please provide a description(s) of those records and details regarding the incident(s). Also, please include a statement of the overall safeguards that have been or will be implemented to prevent future unauthorized disposals of such records at the MTF. If you have any questions, please contact me at [laurence.brewer@nara.gov](mailto:laurence.brewer@nara.gov).

Sincerely,

LAURENCE BREWER  
Chief Records Officer  
for the U.S. Government



Office of the Chief  
Records Officer for the  
U.S. Government

***Sent Via Email. No Hard Copy to Follow.***

January 14, 2022

Mr. Tommy W. Lee  
Department of Defense  
United States Air Force  
Headquarters Air Force Records Office (SAF/CNZA)  
1800 Air Force Pentagon  
Washington, DC 20330-1800

Dear Mr. Lee:

The National Archives and Records Administration (NARA) acknowledges receipt of the Air Force's report in response to NARA's request for additional information regarding the unauthorized disposition of service members' health treatment records from the Wright-Patterson Air Force Base Medical Center (UD-2020-0027). Air Force personnel discovered that service members' records were not received during in-processing or via mail from other medical facilities and subsequent efforts to recover the nine folders of records has proven unsuccessful.

To mitigate the risk of the additional loss of medical records, the Air Force has automated electronic file transfers and monitoring for in-processing records procedures and has provided education to service members regarding DOD's policy on records requirements and the hand-carrying of health records. Based on this information, the reporting requirements of 36 CFR 1230.14(a) have been met. NARA is satisfied with the safeguards established and considers this matter closed. If you have any questions, please contact me at [laurence.brewer@nara.gov](mailto:laurence.brewer@nara.gov).

Sincerely,

LAURENCE BREWER  
Chief Records Officer  
for the U.S. Government