

## OPM CENTRAL-14

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***System Name:***

Debarment or Suspension Records for Federal Employees Health Benefits Program (FEHPB).

***System Location(s):***

Administrative Sanctions Branch, Office of the Inspector General, Office of Personnel Management, 1900 E Street, NW, Room CHP 1314, Washington, DC 20415-0001.

***Categories of Individuals Covered by the System:***

Health care providers (physicians, hospitals and other individuals or entities which furnish health care services or supplies) and other participants who have been or are in the process of being debarred, suspended, determined to be ineligible, or otherwise excluded from participating in the Federal Employee Health Benefits Program (FEHPB), and other federally authorized financial and nonfinancial assistance and benefits under programs and activities (nonprocurement) administered by OPM.

***Categories of Records in the System:***

This system contains a listing of health care providers and other participants, debarred, suspended, determined to be ineligible, or otherwise excluded from participation in the FEHPB and other federally authorized financial and nonfinancial assistance and benefits under programs and activities (non-procurement) administered by OPM. It includes records such as general correspondence, statements of cause, case files, and other related documents.

***Authority for Maintenance of the System:***

Includes the following with any revisions or amendments:

5 U.S.C. Appendix 3, Executive Orders 12549 and 12689, and 5 CFR part 970.

***Purpose(s):***

Executive Orders 12549 and 12689 provide that Executive departments and agencies participate in a governmentwide system for nonprocurement debarment and suspension. This system of records documents OPM's participation in the program to reduce fraud and abuse in Federal nonprocurement programs and decisions regarding actions taken to exclude participants in Federally authorized nonprocurement programs administered by OPM.

***Routine Uses of Records Maintained in the System, Including Categories of Users and the Purposes of such Uses:***

Routine uses 1 through 11 of the Prefatory Statement at the beginning of OPM's system notices apply to the records maintained within this system. The routine uses listed below are specific to this system of records only:

- a. To disclose records to appropriate Federal, State and local agencies if necessary and relevant to administering Federal financial or nonfinancial assistance programs or benefits.
- b. To disclose records for performance of a Federal duty to a State or local agency, or financial institution.

c. To disclose information on excluded health care providers to other persons involved in or affected by the action.

d. To disclose information to agencies or organizations that license, certify, regulate, investigate, or prosecute persons or organizations that provide health-related services or items to determine possible disqualifying actions, practices, or conditions.

### **Policies and Practice for Storing, Retrieving, Accessing, Retaining, and Disposing of Records in the System:**

#### **Storage:**

These records are maintained in paper copy and automated form.

#### ***Retrievability:***

These records are retrieved by name, address, occupation, Social Security Number, and case number.

#### ***Safeguards:***

Paper records are stored in lockable filing cabinets or secured rooms. Automated records are protected by ID/password security system. Records are available only to those persons whose official duties require access.

#### ***Retention and Disposal:***

Records are placed in inactive files (cut at the end of each fiscal year) when the case is closed. Inactive records are destroyed after 10 years.

#### ***System Manager(s) and Address(es):***

Chief, Administrative Sanctions Branch, Office of the Inspector General Office of Personnel Management, 1900 E Street, NW, Room CHP 1314, Washington, DC 20415-0001.

#### ***Notification Procedure:***

Individuals wishing to determine whether this system of records contains information on them should contact the system manager indicated above. Individuals must furnish the following for their records to be located and identified:

- a. Full name.
- b. Case number, if applicable.
- c. Address.
- d. Date of Birth.
- e. Social Security Number and Tax Identification Number.
- f. Health Insurance related Identification Number.

#### ***Record Access Procedures:***

Individuals wishing to request access to records should contact the system manager indicated above. Individuals must provide the following information for their records to be located and identified:

- a. Full name.
- b. Case number, if applicable.
- c. Address.
- d. Date of Birth.
- e. Social Security Number and Tax Identification Number.
- f. Health Insurance related Identification Number.

Individuals requesting access must also follow the OPM's Privacy Act regulations regarding verification of identity and access to records (5 CFR part 297).

***Contesting Record Procedures:***

Individuals wishing to request amendment of records should contact the system manager indicated above. Individuals must furnish the following information for their records to be located and identified:

- a. Full name.
- b. Case number, if applicable.
- c. Address.
- d. Date of Birth.
- e. Social Security Number and Tax Identification Number.
- f. Health Insurance related Identification Number.

Individuals requesting amendment must also follow the OPM's Privacy Act regulations regarding verification of identity and amendment of records (5 CFR part 297).

***Record Source Categories:***

Information in this system of records is obtained from:

- a. The individual(s) to whom the record pertain(s).
- b. Federal agencies.
- c. State and local law enforcement officials.
- d. Private agencies and organizations.