



## INFORMATION ACCESS AND PRIVACY | VHA PRIVACY OFFICE

### VHA System of Records

#### **What is a system of records?**

A group of any records under the control of any agency from which information is retrieved by the name of the individual or by some identifying number, symbol, or other identifying particular assigned to the individual.

#### **How do I get a copy of VA/VHA Systems of Records?**

You can obtain a copy of the Department of Veterans Affairs (VA) and VHA Systems of Records notice off of the Code of Federal Regulations web site at [\\*http://www.gpo.gov/fdsys/browse/collection.action?collectionCode=PAI](http://www.gpo.gov/fdsys/browse/collection.action?collectionCode=PAI).

A text version of the [2013 Privacy Act Compilation](#) of the VA and VHA System of Records is also available.

#### **When is a System of Records needed?**

If information is being kept on veterans/patients and it can be retrieved by the name of the veteran or other uniquely identifying information, then it needs to be under a system of records. But before you run out to request a new system of record please review the existing systems to see if your records are already covered.

#### **How do I initiate a new System of Records?**

To initiate a new VA system of records, contact Kathleen Manwell (005R1A) via email or by telephone at (202) 632-7474.

To initiate a new Veterans Health Administration (VHA) system of records, contact the VHA Information Access and Privacy Office either by e-mail or by telephone: [Shonta Wright](#), or 352-372-0906.

#### **Where can I find more guidance on how to write a system of records?**

[VA SORN Guide](#) - The VA System Of Records Notice (SORN) Guide covers the components of a SOR, identifies a SOR, and explains how to draft a SORN.

[VA Handbook 6300.5, Procedures for Establishing and Maintaining Privacy Act System of Records](#), outlines the requirements for drafting a system of records notice and the responsibilities of the System Manager.

#### **Current System of Records Activities**

VHA creates new and amends established system of records as needed to meet the legislative requirements of the Privacy Act, 5 U.S.C. 552a(e)(4). Currently, there are several new and established system of records in various stages of processing.

To view the most used or accessed VHA Systems of Records notices, please visit the Privacy Service page. For all others go to the 2009 compilation above.

**NOTE:** You may need Adobe Acrobat Reader to view some of the documents. The free version of the reader is available at: <http://www.adobe.com>. By clicking this link you will leave the VA Intranet. VA does not endorse and is not responsible for the content of the linked website.

As part of our privacy policy, VA conducts an annual review of our Privacy Act system of record notices to make sure that they are current and republishes those that require changes or updates.

VHA SORs	
Record Number	Title
04VA10P4D	<a href="#">*Blood Donor Information - VA</a>
07VA138	<a href="#">Department of Medicine and Surgery Engineering Employee Management Information Records-VA</a>
20VA138	<a href="#">* Motor Vehicle Operator Accident Records-VA Addendum</a>
23VA10NB3	<a href="#">Non-VA Care (Fee) Records</a>
24VA10P2	<a href="#">Patient Medical Records-VA</a>
28VA119	<a href="#">*Personnel Registration Under Controlled Substance Act - VA</a> <a href="#">Personnel Registration Under Controlled Substance Act-VA (Word document)</a>
32VA10Q	<a href="#">*Veteran, Employee and Citizen Health Care Facility Investigation Records-VA</a>
33VA113	<a href="#">*National Prosthetics Patient Database-VA Addendum</a>
<b>Note:</b> Please see 2011 Privacy Act Compilation above for a complete SOR for 20VA138, 28VA119, 29VA11 or 33VA113	
34VA12	<a href="#">*Veteran, Patient, Employee, and Volunteer Research and Development Project Records-VA</a>

54VA10NB3	<a href="#">Veterans and Beneficiaries Purchased Care Community Health Care Claims, Correspondence, Eligibility, Inquiry and Payment Files --VA</a>
57VA135	<a href="#">*Voluntary Service Records--VA</a>
64VA10RCS	<a href="#">Readjustment Counseling Service (RCS) Vet Center Program-VA</a>
65VA122	<a href="#">*Community Placement Program-VA</a>
69VA131	<a href="#">*Ionizing Radiation Registry--VA Addendum</a>
73VA10A2A	<a href="#">*Health Professional Scholarship Program--VA</a>
77VA10A4	<a href="#">Health Care Provider Credentialing and Privileging Records--VA</a>
79VA10P2	<a href="#">Veterans Health Information Systems and Technology Architecture (Vista) Records-VA</a>
84VA111K	<a href="#">*National Chaplain Management Information System-VA</a>
89VA10NB	<a href="#">*Income Verification Records-VA</a>
90VA194	<a href="#">*Call Detail Records-VA</a>
93VA131 (Routine Uses 1 - 10)	<a href="#">*Gulf War Registry-VA</a>
93VA131 (Routine Uses 11 and 12)	<a href="#">*Gulf War Registry-VA</a>
97VA10P1	<a href="#">Consolidated Data Information System-VA</a> <a href="#">Consolidated Data Information System-VA (97VA105)</a>
98VA104	<a href="#">*Disaster Emergency Medical Personnel System--VA</a>
99VA13	<a href="#">*Automated Safety Incident Tracking System-VA</a>
100VA10NS10	<a href="#">*Patient Advocate Tracking System (PATTS)-VA</a>
105VA131	<a href="#">*Agent Orange Registry-VA</a>
<b>Note:</b> Please see 2011 Privacy Act Compilation above for a complete SOR for 99VA131 or 105VA131	
106VA17	<a href="#">*Compliance Records, Responses, and Resolution of Reports of Persons Allegedly Involved in Compliance Violations - VA</a>
108VA11S	<a href="#">*Spinal Cord Dysfunction Registry-VA</a>
110VA10	<a href="#">*Employee Incentive Scholarship Program-VA</a>
113VA112	<a href="#">*Telephone Care and Service Record-VA: new name: Telephone Service for Clinical Care Records-VA</a>
114VA16	<a href="#">The Revenue Program--Billing and Collections Records-VA</a>
115VA10	<a href="#">*Education Debt Reduction Program-VA</a>
117VA103	<a href="#">*Veterans Canteen Service (VCS) Payroll Deduction Program (PDP)-VA</a>
121VA10P2	<a href="#">*National Patient Databases - VA Appendix</a>
130VA19	<a href="#">*My HealtheVet Administrative Records-VA</a>
136VA19E	<a href="#">*Library Network (VALNET)-VA Addendum</a>
142VA114	<a href="#">*Community Residential Care and Medical Foster Home Programs-VA</a>
147VA10NF1	<a href="#">Enrollment and Eligibility Records--VA</a>
150VA19	<a href="#">*Administrative Data Repository--VA</a>
152VA10P6	<a href="#">*Ethics Consultation Web-based Database (ECWeb)-VA</a>
155VA10NB	<a href="#">Customer Relationship Management System (CRMS)-VA</a>
158VA10NC5	<a href="#">Veterans Crisis Line Database-VA</a>
160VA10A2	<a href="#">*All Employee Survey-VA</a>
161VA10A2	<a href="#">*Veterans Health Administration Leadership and Workforce Development-VA</a>
162VA10MI	<a href="#">*Investigative Database-OMI-VA</a>
168VA10P2	<a href="#">*Virtual Lifetime Electronic Record (VLER)-VA</a>
169VA10NC	<a href="#">*Veteran Child Care Program-VA</a>
172VA10P2	<a href="#">*VHA Corporate Data Warehouse-VA</a>
173VA005OP2	<a href="#">*VA Mobile Application Environment (MAE)-VA</a>
<b>Other Links</b>	
<b>Record Number</b>	<b>Title</b>
OPM/INTERNAL-5	<a href="#">Pay, Leave, and Travel Records</a>
Title 5: OPM/GOVT-1 through 10	<a href="#">*Government SORs - Office of Personnel Management</a>
08VA05	<a href="#">*Employee Medical File System Records (Title 38)-VA</a>
103VA07B	<a href="#">*Police and Security Records-VA</a>
<a href="#">Index of Department of Veterans Affairs Privacy Act Systems of Records</a>	

**Who to contact for additional information?**

Email the VHA Privacy Office at [VHA Privacy Issues](#).

VA Privacy Service | DOJ Privacy Overview\* | HHS Office of Civil Rights\* | Contact the Webmaster  
Contact Us by Email | Health Information Management | Health Information Governance

Office of Informatics and Information Governance

\*Links marked with asterisk ( \* ) are External links. By clicking on these links, you will leave the VA Intranet.

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[VHA Intranet Home](#) | [VBA Intranet Home](#) | [NCA Intranet Home](#) | [Section 508 Accessibility](#) | [Privacy Policy](#) | [No Fear Act](#)

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