

he or she understands that the knowing and willful request or acquisition of records pertaining to an individual under false pretenses is a criminal offense subject to a 5,000 dollar fine. In addition, the following information is needed: Dates of enrollment in the IHS scholarship program, IHS Loan Repayment program, or grant program and current enrollment status, such as pending application approval, deferment or service obligation, or shortage area placement.

**Requests by facsimile:** A written request must contain the name and address of the requestor, last 4 digits of their respective SSN and/or signature. In addition, the following information is needed: Dates of enrollment in the IHS Scholarship Program, IHS Loan Repayment Program, or grant program and current enrollment status, such as pending application approval, deferment or service obligation, or shortage area placement. The IHS Scholarship, Loan Repayment or grant program will authorize transmission and reception of all faxed information only if the fax coversheets contain the following Confidentiality Statement or a similar standard procedural statement for liability purposes:

THIS FAX IS INTENDED ONLY FOR THE USE OF THE PERSON OR OFFICE TO WHOM IT IS ADDRESSED, AND CONTAINS PRIVILEGED OR CONFIDENTIAL INFORMATION PROTECTED BY LAW. ALL RECIPIENTS ARE HEREBY NOTIFIED THAT INADVERTENT OR UNAUTHORIZED RECEIPT DOES NOT WAIVE SUCH PRIVILEGE, AND THAT UNAUTHORIZED DISSEMINATION, DISTRIBUTION, OR COPYING OF THIS COMMUNICATION IS PROHIBITED. IF YOU HAVE RECEIVED THIS FAX IN ERROR, PLEASE DESTROY THE ATTACHED DOCUMENT(S) AND NOTIFY THE SENDER OF THE ERROR BY CALLING.

**Requests by telephone:** Since positive identification of the caller cannot be established, telephone requests are not honored; the caller is asked to submit his or her request in writing.

**Requests by electronic mail:** Since positive identification of the requestor cannot be established, and the electronic transmission of personal identifiers is not encrypted, the security safeguards is not guaranteed from an unauthorized disclosure, so electronic mail requests are not honored and will be deleted from the IHS e-mail system; the computer user is asked to submit his or her request in writing and/or by facsimile transmission.

**Record access procedures:** Same as notification procedures. Requesters should also provide a reasonable description of the record being sought.

Requesters may also request an accounting of disclosures that have been made of their record, if any.

**Contesting record procedures:** Contact the Policy Coordinating Official(s), provide a reasonable description of the record, and specify the information being contested, the corrective action sought, and the reasons for requesting the correction, along with supporting information to show how the record is inaccurate, incomplete, untimely, or irrelevant.

**Record source categories:** Information will be collected from the following sources: Educational institutions attended; internship and/or residency training progress reports; IHS site selection questionnaires; IHS Scholarship, Loan Repayment or grant applicants; Indian health programs human resources department; financial institutions from which these applicants have obtained educational loans; Bureau of Health Professions Area Resources File tapes; health professional associations; HHS contractors/subcontractors; consumer reporting agencies/credit bureaus; lending institutions; PHS Commissioned Personnel Operations Division and U.S. Office of Personnel Operations Division and U.S. Office of Personnel Management personnel records; other Federal agencies, including but not limited to the Department of Treasury, the IRS, and the U.S. Postal Service; State or local government medical licensing boards and/or the Federation of State Medical Boards or a similar non-government entity; and third parties who provide references concerning the subject individual.

**Systems exempted from certain provisions of the Act:** None.

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Health Resources and Services Administration

#### Statement of Organization, Functions and Delegations of Authority

This notice amends Part R of the Statement of Organization, Functions and Delegations of Authority of the Department of Health and Human Services (HHS), Health Resources and Services Administration (HRSA) (60 FR 56605, as amended November 6, 1995; 67 FR 46519, as last amended Wednesday, June 11, 2008; 73 FR 33099). This Order of Succession supersedes the Order of Succession for

the Administrator, HRSA, published at FR 73 33099, June 11, 2008.

This notice deletes the Chief Financial Officer from the order of succession and adds the Chief Operating Officer to HRSA's hierarchy affecting the order of succession; this notice also changes the name of the Office of Performance Review to the Office of Regional Operations.

#### Section R-30, Order of Succession

During the absence or disability of the Administrator, or in the event of a vacancy in the office, the officials designated below shall act as Administrator in the order in which they are listed:

1. Deputy Administrator;
2. Senior Advisor to the Administrator;
3. Chief Operating Officer;
4. Associate Administrator, Bureau of Primary Health Care;
5. Associate Administrator, Bureau of Health Professions;
6. Associate Administrator, HIV/AIDS Bureau;
7. Associate Administrator, Maternal and Child Health Bureau;
8. Associate Administrator, Bureau of Clinician Recruitment and Service;
9. Associate Administrator, Healthcare Systems Bureau;
10. Associate Administrator, Office of Regional Operations; and
11. HRSA Regional Division Directors in the order in which they have received their permanent appointment as such.

#### Exceptions

(a) No official listed in this section who is serving in acting or temporary capacity shall, by virtue of so serving, act as Administrator pursuant to this section.

(b) Notwithstanding the provisions of this section, during a planned period of absence, the Administrator retains the discretion to specify a different order of succession.

#### Section R-40, Delegations of Authority

All delegations of authority and re-delegations of authority made to HRSA officials that were in effect immediately prior to this action, and that are consistent with this action, shall continue in effect pending further re-delegation, provided they are consistent with this action.

This document is effective upon date of signature.

Dated: September 24, 2009.

**Mary K. Wakefield,**  
Administrator.

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