

program coordination of the regional representatives, although the latter receive functional direction from their parent Bureaus.

The headquarters staff offices are: Office of the Actuary, Office of Research and Statistics, Office of Information, Office of Program Evaluation and Planning, and the Office of Administration. The latter acts as the right hand of the Commissioner in giving leadership and unified direction to the SSA-wide administration of the social security programs.

(c) *Probable changes in the conditions under which the program will function in 1970.*—Social Security Administration projections as to the operation of the programs through 1970 assume a continuing rise in real per capita national income, and specifically per annum increases of 3 percent in average earnings in covered employment, of 1.8 percent in the labor force, of almost 2 percent in the total number of persons aged 65 and over, and of 5 percent in total beneficiaries.

The cost estimates for the program assume a rise in hospital care costs of about 6 percent per annum over the period. Some increase in total medical expenditures and an expansion in medical manpower and facilities, particularly skilled nursing home care, is assumed.

7. *Coordination and cooperation*

(a) *Within the Social Security Administration.*—The administration of the OASDHI program is a cooperative undertaking involving every major component of the Social Security Administration. The coordination of all activities is necessary for the fullest utilization of operational experience and appraisal, management consideration, and policy development and evaluation. This coordination is accomplished through the work-planning system and coordination of projects, intra-Administration clearance of policy and instructional matters, conferences, meetings and training programs, and joint studies and dissemination of results of these studies.

For example, in the administration of the old-age and survivors insurance program, procedures have been established under which the Bureau of Retirement and Survivors Insurance takes steps to insure the earmarking of social security accounts in the Bureau of Data Processing and Accounts that are currently entitled to monthly benefits. The BDPA then relays to BRSI all pertinent information it receives which may affect the individual's eligibility for benefits. Coordination is also required for the periodic investigation of the continuing eligibility of a statistical sample of beneficiaries in pay status, to provide the basis for annual reports assessing the integrity of the social security payment rolls and the administrative actions being taken to promote compliance.

To administer the disability program, the Bureau of Disability Insurance makes the following coordinations: With the Bureau of Retirement and Survivors Insurance, for the formulation of disability policies so that they will be consistent with the overall policies for taking, developing, and adjudicating claims under the provisions of the social security law (BRSI has final responsibility for the issuance of rulings and regulations and receives all disability proposals for coordination and publication); with the Bureau of District Office Operations for the clearance of instructions and policies affecting district offices to assure operational feasibility, effect on the public, etc.; with the Office of Information in the preparation of informational material