

# Substance use disorder records (GRS-1734)

## Utah General Retention Schedule

### Description

These records document the planning and treatment of substance use disorder clients. Information includes assessments, evaluations, clinical and physician notes, employment records, visiting arrangements, and related records.

### Retention and Disposition

Retain for 10 years after case is closed, and then destroy records.

### Retention Justification Note

This retention is the same as client case files under the Department of Human Services general retention schedule for adult and children case f

iles.????<https://archives.utah.gov/recordsmanagement/grs/hmanservicesgrs-4.html>

### Appraisal

These records have administrative value(s).

### Appraisal Note

Value of records is based on their usefulness for carrying out the agency's current business.

### Categories

Administrative

### Effective

07/2017

### Previous Schedule Number

SG-1-87