

# Alcohol and substance abuse monthly status report (GRS-2348)

## Utah General Retention Schedule

### Description

This report tracks the number of residents enrolled or discharged from the program. Includes the number of inmates and parolees in the program, the number admitted and discharged, the location where the treatment occurs, attendance count and the number in the aftercare program.

### Retention and Disposition

Retain for 2 years, and then destroy records.

### Categories

offender Medical

### Effective

10/1999

### Previous Schedule Number

SG-8(229)-1