

Clinical service admission log (GRS-2350)

Utah General Retention Schedule

Description

This log is used to monitor the completion of medical screens for inmates entering into the prison. Information includes the inmate name and number and the date of admission, date of mental health exam, date of physical exam, date of dental exam, date of Human Immunodeficiency Virus test (HIV), etc. All medical data is entered into the inmate's medical record.

Retention and Disposition

Retain for 1 year, and then destroy records.

Categories

offender Medical

Effective

04/2000

Previous Schedule Number

SG-8(229)-3