

Prescription issuance files (GRS-2354)

Utah General Retention Schedule

Description

These files document the issuance of prescriptions to residents. The information is also used to prepare pharmacy requisitions. Information includes resident's name, number, drug issued, dosage, instructions, date prescribed, and practitioner's signature.

Retention and Disposition

Retain for 2 years, and then destroy records.

Categories

offender Medical

Effective

10/1999

Previous Schedule Number

SG-8(229)-7