

# **Contract files (GRS-2502)**

## **Utah General Retention Schedule**

### **Description**

This is a record of private providers with approved youth rehabilitation programs who contract for services with the Division. These case files document provider responsibility to youths while in the care of the private agency, as well as Youth Correction's responsibility to provider. This series includes a copy of the contract, a program plan, monitoring report, program evaluations, budget statement, and all related correspondence.

### **Retention and Disposition**

Retain for 7 years, and then destroy records.

### **Categories**

Juvenile Justice Services

### **Effective**

09/1995

### **Previous Schedule Number**

SG-3(1116)-9