

# **Diversion programs case files (GRS-2522)**

## **Utah General Retention Schedule**

### **Description**

These files document the prevention or early intervention services provided to youth offenders between the ages of 10 and 21 in the state of Utah. These files are created and compiled by the staff while the youth are in the custody of the Division of Juvenile Justice Services. Specific types of records contained in this series include mental and psychological evaluations, court orders and reports, logs, treatment summaries, risk and intake assessments, correspondence, probation reports, rap sheets, academic and medical histories, and release/discharge summaries. Records in this series may also be referred to as "Day Program Case Files" or "Alternative Program Case Files".

### **Retention and Disposition**

Retain for 21 years after date of birth, and then destroy records.

### **Categories**

Juvenile Justice Services

### **Effective**

02/2006

### **Previous Schedule Number**

SG-3(1116)-29