

# Adult client case files (GRS-2527)

## Utah General Retention Schedule

### Description

These files document the movement of adults from the Utah State Developmental Center to placement in other state or private facilities upon consultation and recommendation of the Division of Services for People with Disabilities (DSPD). Similar records are retained by the Developmental Center and duplicates are weeded from the DSPD files.

### Retention and Disposition

Retain for 10 years after separation, and then destroy records.

### Categories

People with Disabilities

### Effective

06/1995

### Previous Schedule Number

SG-4(1116)-3