

Family day care licensing files (GRS-2571)

Utah General Retention Schedule

Description

These are licensing histories of family day care providers. Family day care licensors create these records and use them to complete background reports and histories of providers. These files are also used when a provider case is reopened by the Department of Human Services, Office of Family Support.

Retention and Disposition

Retain for 8 years, and then destroy records.

Categories

Division of Family Support

Effective

09/1995

Previous Schedule Number

SG-5(1116)-4