

## Retention and Classification Report

**Agency:** Department of Health. Bureau of Microbiology (487)

United State Laboratories  
4431 South 2700 West  
Taylorsville, UT 84119  
801-965-2400

**Records Officer:** \_\_\_\_\_

16930      Laboratory test results

**AGENCY:** Department of Health. Bureau of Microbiology

**SERIES:** 16930

3

**TITLE:** Laboratory test results

**DATES:** 1983-

**ARRANGEMENT:** Chronological

**DESCRIPTION:**

These are the results of microbiological laboratory test conducted by the lab for government and private health professionals. This record includes Request for Micobacteria Examination, Request for Examination for Parasites and Ova, Request for Culture for Enteric Bacterial Pathogens, Request for Virus Culture, Request for Serologic Test for Syphilis, Request for Miscellaneous Cultures, Request for Referred Culture Identification, Request for Mycology, Request for Agglutinations and Special Serologic Tests, Request for Virus & Rickettsial and Miscellaneous Serology, and Request for Rabies Examination, the patient's name and address, the type of specimen, the name and address of the physician or hospital, the date of the report, the age and sex of the patient, and the results of the laboratory tests.

**RETENTION:**

Retain for 3 year(s)

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

These records are in Archives' permanent custody.

**APPROVED:** 03/1987

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 1 year and then transfer to State Records Center. Retain in State Records Center for 2 years and then destroy.

**APPRAISAL:**

These records have administrative value(s).

This record is a duplicate copy of the results sent to the requester. Ultimate responsibility for the information rests with the requester. However, due to the importance of the record, the

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(continued)

lab keeps a copy of the tests for three years to provide backup  
should anything happen to the original.

**PRIMARY DESIGNATION:**

Private