

Retention and Classification Report

Agency: Department of Health. Nursing Section (703)

160 E 300 S
Salt Lake City, UT 84111
801-530-6628

Records Officer: _____

01099 *Administrative records
02539 *Correspondence

AGENCY: Department of Health. Nursing Section

SERIES: 1099

3

TITLE: Administrative records

DATES: 1950-1969.

ARRANGEMENT: Alphanumerical.

DESCRIPTION:

Includes yearly reviews of public health nursing; space requirements; tabulations of clinics held; statistical summaries of screenings at public schools; reviews of nursing homes, plans for maternal, child, and crippled children's services and public health services; proceedings for a seminar on pesticides and public health; budget proposals; cost analysis of public health nursing services; biennial report on polio; physical inventory; list of licensed nursing homes; patient care nursing manual (1969); etc.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Publications, GRS-1678.

AUTHORIZED: 10-30-2018

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

Microfiche master: Retain in State Archives permanently with authority to weed.

Microfiche duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

AGENCY: Department of Health. Nursing Section

SERIES: 1099

TITLE: Administrative records

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Department of Health. Nursing Section

SERIES: 2539

3

TITLE: Correspondence

DATES: 1959-1964.

ARRANGEMENT: Chronological by date.

DESCRIPTION:

Contains nursing correspondence from the Health Department.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

Microfilm master: Retain in State Archives permanently with authority to weed.

Microfilm duplicate: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

Disposition based on the value of these records in documenting agency/program achievements, policies, procedures, and function.

PRIMARY DESIGNATION:

Public