

Retention and Classification Report

Agency: University of Utah (Utah). Medical Center. Family and Preventive Medicine (1255)

375 Chipeta Way, Ste A
Salt Lake City, UT 84108
801-581-7234

Records Officer: _____

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|-------|--|
| 16496 | *Bladder cancer study information files |
| 16497 | *Bladder cancer study questionnaires and interview files |
| 16430 | *Cancer incidence in Mormons and non-Mormons in Utah studies |
| 16495 | *Child brain tumor study |
| 16491 | *Colon cancer study information files |
| 16494 | *Colon cancer study questionnaires and interview files |
| 16431 | *Death certificate versus incidence data studies |
| 16429 | *New Zealand cancer study |
| 16427 | *Urban/rural data on cancer incidence in Utah |
| 16428 | Uterine cancer rate study |

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16496

3

TITLE: Bladder cancer study information files

DATES: 1978-1982.

ARRANGEMENT: Alphabetical by subjects

DESCRIPTION:

Reports on the administrative review, analysis, and
implementation of programs and operation of those programs.

RETENTION:

Permanent. Retain for 5 year(s)

DISPOSITION:

Transfer to Archives.

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 Office for 5 years and then microfilm and
transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently.

APPRAISAL:

These records have administrative, and/or historical value(s).
These files relate to the Bladder Study Questionnaires and are
valuable to the medical and social research.

PRIMARY DESIGNATION:

Private

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16497

3

TITLE: Bladder cancer study questionnaires and interview files

DATES: 1978-1982.

ARRANGEMENT: Numerical by case number

DESCRIPTION:

Reports on the administrative review, analysis, and
implementation of programs and operation of those programs.

RETENTION:

Permanent. Retain for 5 year(s)

DISPOSITION:

Transfer to Archives.

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 Office for 5 years and then microfilm and
transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently.

APPRAISAL:

These records have administrative, and/or historical value(s).
These files are valuable to medical and social research.

PRIMARY DESIGNATION:

Public

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16430

1

TITLE: Cancer incidence in Mormons and non-Mormons in Utah studies

DATES: 1966-2015.

ARRANGEMENT: Alphabetical by subject.

DESCRIPTION:

Reports on the administrative review, analysis, and implementation of programs and operation of those programs.

RETENTION:

Retain for 10 year(s)

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Paper: Retain in Office for 10 years and then destroy.

Microfilm master: Retain in Office for 10 years and then destroy.

APPRAISAL:

These records have administrative, and/or historical value(s).
These studies are historically valuable and provide raw data for further research. The microfilm will provide ease of duplication for other research institutions and the paper will preserve the tables that, because of the media used, may not appear clearly.

PRIMARY DESIGNATION:

Public

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 05/2015.

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16495

3

TITLE: Child brain tumor study

DATES: 1978-1982.

ARRANGEMENT: Numerical by case number

DESCRIPTION:

These files contain the documentation and data from several telephone surveys conducted concerning the incidence of brain tumors in children. The files contain correspondence, interview data sheets, telephone numbers, locations, and physician information.

RETENTION:

Retain for 55 year(s)

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 5 years and then microfilm and transfer to State Records Center. Retain in State Records Center for 5 years after series closed date and then destroy provided that paper has been microfilmed.

Microfilm master: Retain in State Records Center for 50 years and then destroy.

APPRAISAL:

These records have administrative value(s).

These files are medically and socially valuable to researchers.

PRIMARY DESIGNATION:

Private

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16491

3

TITLE: Colon cancer study information files

DATES: 1975-1978.

ARRANGEMENT: None

DESCRIPTION:

Reports on the administrative review, analysis, and implementation of programs and operation of those programs.

RETENTION:

Permanent. Retain for 5 year(s)

DISPOSITION:

Transfer to Archives.

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 Office for 5 years and then microfilm and transfer to State Archives with authority to weed.

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

APPRAISAL:

These records have administrative, and/or historical value(s).
These files correlate with the questionnaires and possess research value.

PRIMARY DESIGNATION:

Private

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16494

3

TITLE: Colon cancer study questionnaires and interview files

DATES: 1975-1978.

ARRANGEMENT: Numerical by case number

DESCRIPTION:

Reports on the administrative review, analysis, and implementation of programs and operation of those programs.

RETENTION:

Permanent. Retain for 5 year(s)

DISPOSITION:

Transfer to Archives.

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 Office for 5 years and then microfilm and transfer to State Archives with authority to weed.

Microfilm master: Retain in State Archives permanently.

APPRAISAL:

These records have administrative, and/or historical value(s).
The raw data supplied by these questionnaires are extremely valuable for medical and social research.

PRIMARY DESIGNATION:

Public

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16431

1

TITLE: Death certificate versus incidence data studies

DATES: 1977-1978.

ARRANGEMENT: Alphabetical by subject

DESCRIPTION:

Reports on the administrative review, analysis, and implementation of programs and operation of those programs.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Paper: Retain in Office for 10 years and then destroy.

Microfilm master: Retain in Office for 10 years and then destroy.

APPRAISAL:

These records have administrative, and/or historical value(s).

These studies provide valuable research data in to the reliability of records. The paper copy will be maintained to preserve the tables and the microfilm will allow for ease of duplication for other research institutions.

PRIMARY DESIGNATION:

Public

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16429

3

TITLE: New Zealand cancer study

DATES: 1970-2015.

ARRANGEMENT: Chronological.

DESCRIPTION:

Reports on the administrative review, analysis, and implementation of programs and operation of those programs.

RETENTION:

Permanent. Retain for 7 year(s)

DISPOSITION:

Transfer to Archives.

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 Office for 7 years after study is complete and then transfer to State Archives.

Microfilm master: Retain in Office for 7 years and then transfer to State Archives.

APPRAISAL:

These records have administrative, and/or historical value(s).
These studies are historically valuable and will provide raw data for researchers.

PRIMARY DESIGNATION:

Private Utah Code 63G-2-302(2014)

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 05/2015.

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16427

1

TITLE: Urban/rural data on cancer incidence in Utah

DATES: 1967-1978.

ARRANGEMENT: Alphabetical by subject

DESCRIPTION:

These case files document studies performed by the University of Utah comparing the incidence of cancer in rural and urban areas and between Mormons and non-Mormons. The files include raw data in the form of tables and statistics, reports, drafts of studies, and correspondence.

RETENTION:

Permanent. Retain for 15 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

Paper: Retain in Office for 4 years after study complete or until microfilmed and then transfer to State Records Center. Retain in State Records Center for 3 years and then microfilm and transfer paper copy to the.

Microfilm master: Retain in Office for 10 years and then transfer to State Records Center. Retain in State Records Center for 5 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s). These studies are historically valuable and provide great quantities of comparable data. The paper documentation will be preserved as many of the tables are in pencil and other media that will not microfilm well, while the microfilm will allow ease of duplication for other research institutions.

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16427

TITLE: Urban/rural data on cancer incidence in Utah

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16428

3

TITLE: Uterine cancer rate study

DATES: 1976-

ARRANGEMENT: Alphabetical by subject

ANNUAL ACCUMULATION: 0.10 cubic feet.

DESCRIPTION:

This study compares data concerning the incidence of uterine cancer in Utah. The files include raw data in the form of tables, and reports and correspondence.

RETENTION:

Permanent. Retain for 15 year(s)

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office for 4 years after study is complete or until microfilmed and then transfer to State Records Center. Retain in State Records Center for 3 years and then microfilm and transfer paper copy to the.

Microfilm master: Retain in Office for 10 years and then transfer to State Records Center. Retain in State Records Center for 5 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, and/or historical value(s). This study is historically valuable because of the final reports and the raw data. The paper will be preserved as some of the tables will not microfilm well, while the film will provide for ease of duplication for other research institutions.

AGENCY: University of Utah (Utah). Medical Center. Family and Preventive Medicine

SERIES: 16428

TITLE: Uterine cancer rate study

(continued)

PRIMARY DESIGNATION:

Public