

Retention and Classification Report

Agency: Department of Human Services. Division of Aging and Adult Services. Southern Region (2648)

, UT

Records Officer: _____

18898 *Investigation files

AGENCY: Department of Human Services. Division of Aging and Adult Services. Southern Region

SERIES: 18898

3

TITLE: Investigation files

DATES: 1980-2015.

ARRANGEMENT: Alphabetical by region, thereunder by client surname.

DESCRIPTION:

These files document Adult Protective Service investigations completed as a result of a referral alleging abuse, neglect or exploitation of a disabled or senior adult. Information includes birthdate, names, addresses, court documents, medical reports, guardianship orders, referrant names, perpetrator and victim information, and investigation results.

RETENTION:

Retain for 50 year(s) after case is closed

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Client case files, GRS-2459.

AUTHORIZED: 05-29-2018

FORMAT MANAGEMENT:

Paper: Retain in Office for 1 year after case closes and then transfer to State Records Center. Retain in State Records Center for 49 years and then destroy.

APPRAISAL:

These records have administrative value(s).

PRIMARY DESIGNATION:

Protected UCA 63G-2-305 (2008)

AGENCY: Department of Human Services. Division of Aging and Adult Services. Southern Region

SERIES: 18898

TITLE: Investigation files

(continued)

SECONDARY DESIGNATION(S):

Controlled. UCA 63G-2-304 (2008) Contains medical, psychiatric, and psychological data

REVIEW AND UPDATE STATUS:

This report was reviewed and updated on 07/2015.