

Retention and Classification Report

Agency: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis. (4607)

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Records Officer: _____

30843	Administrative rule drafts
30696	Executive correspondence
30844	Legislative research records
30695	Medical Cannabis regulatory administrative records
30841	Public meeting records
30842	Reports

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.

SERIES: 30843

3

TITLE: Administrative rule drafts

DATES: 2018-

ARRANGEMENT: Database.

DESCRIPTION:

The Center for Medical Cannabis (CMC) mandates are outlined in Utah Code 26B-1-420 (2023), 26B-4-2 (2023), 26B-1-421 and Utah Code 58-37. The mandates include historical records created by the CMC, such as administrative rule drafts.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Administrative rule records, GRS-1692.

AUTHORIZED: 07-07-2021

FORMAT MANAGEMENT:

Computer data files: Retain in Office for 7 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Legal appraisal due to obligations mentioned in Utah Code 26B-1-420, 26B-1-421, and 26B-4-2. These records are historical because they provide evidence of significant policy formulation and business processes of the government; they provide evidence of governmental deliberations, decisions, and actions relating to major social, economic, and environmental issues; and they contribute substantially to knowledge and understanding of the people and communities of our state.

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.
SERIES: 30843
TITLE: Administrative rule drafts

(continued)

PRIMARY DESIGNATION:
Public Utah Code 63G-2-201(2) (2024)

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.

SERIES: 30696

3

TITLE: Executive correspondence

DATES: 2018-

ARRANGEMENT: Database.

DESCRIPTION:

The Center for Medical Cannabis (CMC) mandates are outlined in Utah Code 26B-1-420 (2023), 26B-4-2 (2023), 26B-1-421 and Utah Code 58-37. The mandates include historical records created by the CMC, such as executive correspondence.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule State agency executive correspondence, GRS-1758.

AUTHORIZED: 07-12-2018

FORMAT MANAGEMENT:

Computer data files: Retain in Office for 7 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Legal appraisal due to obligations mentioned in Utah Code 26B-1-420, 26B-1-421, and 26B-4-2. These records are historical because they provide evidence of significant policy formulation and business processes of the government; they provide evidence of governmental deliberations, decisions, and actions relating to major social, economic, and environmental issues; and they contribute substantially to knowledge and understanding of the people and communities of our state.

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.
SERIES: 30696
TITLE: Executive correspondence

(continued)

PRIMARY DESIGNATION:
Public Utah Code 63G-2-201(2) (2024)

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.

SERIES: 30844

3

TITLE: Legislative research records

DATES: 2018-

ARRANGEMENT: Database.

DESCRIPTION:

The Center for Medical Cannabis (CMC) mandates are outlined in Utah Code 26B-1-420 (2023), 26B-4-2 (2023), 26B-1-421 and Utah Code 58-37. The mandates include historical records created by the CMC, such as legislative research.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Proposed legislation records, GRS-1690.

AUTHORIZED: 12-01-1992

FORMAT MANAGEMENT:

Computer data files: Retain in Office for 7 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Legal appraisal due to obligations mentioned in Utah Code 26B-1-420, 26B-1-421, and 26B-4-2. These records are historical because they provide evidence of significant policy formulation and business processes of the government; they provide evidence of governmental deliberations, decisions, and actions relating to major social, economic, and environmental issues; and they contribute substantially to knowledge and understanding of the people and communities of our state.

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.
SERIES: 30844
TITLE: Legislative research records

(continued)

PRIMARY DESIGNATION:
Public Utah Code 63G-2-201(2) (2024)

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.

SERIES: 30695

3

TITLE: Medical Cannabis regulatory administrative records

DATES: 2018-

ARRANGEMENT: Database.

DESCRIPTION:

The Center for Medical Cannabis (CMC) mandates are outlined in Utah Code 26B-1-420 (2023), 26B-4-2 (2023), 26B-1-421, and Utah Code 58-37. The mandates include registration applications of medical cannabis cardholders, qualified medical providers, pharmacy medical providers, and qualified medical provider proxies. These mandates include documents from inspections, audits, educational materials, and investigations of complaints filed against registrants, including enforcing laws that specifically regulate the medical cannabis industry.

RETENTION:

Retain for 7 year(s)

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule State government routine administrative correspondence, GRS-48.

AUTHORIZED: 11-18-2019

FORMAT MANAGEMENT:

Computer data files: Retain in Office for 7 years and then delete.

APPRAISAL:

These records have administrative, and/or legal value(s).
Legal appraisal due to obligations mentioned in Utah Code 26B-1-420, 26B-1-421, and 26B-4-2.

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.
SERIES: 30695
TITLE: Medical Cannabis regulatory administrative records

(continued)

PRIMARY DESIGNATION:

Public

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.

SERIES: 30841

3

TITLE: Public meeting records

DATES: 2018-

ARRANGEMENT: Database.

DESCRIPTION:

The Center for Medical Cannabis (CMC) mandates are outlined in Utah Code 26B-1-420 (2023), 26B-4-2 (2023), 26B-1-421 and Utah Code 58-37. The mandates include historical records created by the CMC, such as public meeting documents.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Open meeting minutes & supplementary materials, GRS-1709.

AUTHORIZED: 10-28-2020

FORMAT MANAGEMENT:

Computer data files: Retain in Office for 7 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Legal appraisal due to obligations mentioned in Utah Code 26B-1-420, 26B-1-421, and 26B-4-2. These records are historical because they provide evidence of significant policy formulation and business processes of the government; they provide evidence of governmental deliberations, decisions, and actions relating to major social, economic, and environmental issues; and they contribute substantially to knowledge and understanding of the people and communities of our state.

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.
SERIES: 30841
TITLE: Public meeting records

(continued)

PRIMARY DESIGNATION:
Public Utah Code 63G-2-201(2) (2024)

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.

SERIES: 30842

3

TITLE: Reports

DATES: 2018-

ARRANGEMENT: Database.

DESCRIPTION:

The Center for Medical Cannabis (CMC) mandates are outlined in Utah Code 26B-1-420 (2023), 26B-4-2 (2023), 26B-1-421 and Utah Code 58-37. The mandates include historical records created by the CMC, such as reports.

RETENTION:

Retain permanently

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Annual or official reports, GRS-3.

AUTHORIZED: 01-23-2019

FORMAT MANAGEMENT:

Computer data files: Retain in Office for 7 years and then transfer to State Archives with authority to weed.

APPRAISAL:

These records have administrative, historical, and/or legal value(s). Legal appraisal due to obligations mentioned in Utah Code 26B-1-420, 26B-1-421, and 26B-4-2. These records are historical because they provide evidence of significant policy formulation and business processes of the government; they provide evidence of governmental deliberations, decisions, and actions relating to major social, economic, and environmental issues; and they contribute substantially to knowledge and understanding of the people and communities of our state.

AGENCY: Department of Health and Human Services. Executive Medical Director. Center for Medical Cannabis.
SERIES: 30842
TITLE: Reports

(continued)

PRIMARY DESIGNATION:
Public Utah Code 63G-2-201(2) (2024)