

Utah State Archives

Parent Agency:

Agency: Department of Human Services
Administration Building
195 North 1950 West
Salt Lake City, UT 84116
801 538-4001

Records Officer Ann Williamson

31455 CHILD PROTECTIVE SERVICES INVESTIGATION CASE F

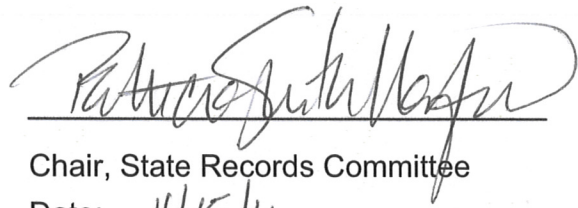
Destroying records in accordance with this agency Retention Schedule is in compliance with the Archives and Records Service and Government Records Access and Management Act (UCA 63-2-101 et seq.).

The Agency classifies its records under provisions of the Government Records Access and Management Act (UCA 63-2-101 et seq.). Classifications have not been approved by the State Records Committee.

This agency retention schedule was approved by the State Records Committee in April 2016.



Nova Dubovik
Executive Secretary
State Records Committee



Chair, State Records Committee

Date: 4/15/16

Utah State Archives

AGENCY: Department of Human Services

SERIES: 31455

TITLE: CHILD PROTECTIVE SERVICES INVESTIGATION CASE FILES

DATES:

ARRANGEMENT:

DESCRIPTION:

These are investigations and findings of reported child abuse and neglect cases. Child protective service workers use this information to determine whether or not a child is the victim of abuse, neglect, or dependency. Information may include name, court actions, investigations, guardian information, psychiatric and psychological information, and victim information.

RETENTION:

Retain for 100 years after case is closed and then destroy.

FORMAT MANAGEMENT:

APPRAISAL:

Legal

These records are created when a referral is made to the Intake Office and an investigation is conducted. Retention is based on Administrative Rule R501-7-7(F) which requires "all case files be retained for a minimum of 100 years from the date the case is closed."

PRIMARY DESIGNATION:

Exempt UCA 62A-4-513 (2008)