



## Agency Records Disposition Schedule

Department: Department of Commerce and Insurance

Section: Board of Registration for the Healing Arts

Division: Professional Registration

Sub-Section:

**TITLE:** Malpractice Claims Files

**CUTOFF:** Close of case

**DESCRIPTION:** Records pertaining to malpractice claims for all professions licensed by the Board of Healing Arts. Records are reviewed by medical staff for evaluation of the standards of care and may be used in the decision to deny, revoke, or suspend a professional license. Records include, but are not limited to, patient medical records and narrative responses from the licensee.

**RETENTION:** Years: 75 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** HIPAA-Compliant Destruction

**SERIES:** 3669

**SERIES STATUS:** Approved

**APPROVAL DATE:**

5/13/2019