



Agency Records Disposition Schedule

Department: Department of Health & Senior Services

Section: Office on Women's Health

Division: Community & Public Health

Sub-Section:

TITLE: Sexual Assault Prevention Files

CUTOFF: EOSFY

DESCRIPTION: Client and Demographics for clients. Arranged alphabetically.

RETENTION: Years: 100 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 22569

SERIES STATUS: Approved

APPROVAL DATE:

8/2/2007

TITLE: Show Me Healthy Women (SMHW) Client Records

CUTOFF: End of calendar year of final service

DESCRIPTION: Records of clients enrolled in the SMHW program for breast and cervical cancer screenings, diagnostic tests, follow-ups, and reimbursements of services rendered. Records include, but are not limited to, client medical records, test results, diagnoses, treatments, and billing information. Records created and maintained per 19 CSR 30-20.094.

RETENTION: Years: 10 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: HIPAA-Compliant Destruction

SERIES: 24501

SERIES STATUS: Approved

APPROVAL DATE:

11/15/2016