Retention and Classification Report

Agency: Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Fourth District) (547)
755 West Center Street
Spanish Fork, UT 84660
801-373-6579

Records Officer: _____

09590	Juvenile social files
09589	Utah County case files

AGENCY: Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Fourth District)

SERIES: 9590 3
TITLE: Juvenile social files
DATES: 1970-
ARRANGEMENT: Chronological by birth date , thereunder alphabetical by surname
DESCRIPTION:

These case files document juveniles handled by the juvenile court in Juab County. They contain documents and other information with restricted access and classified confidential. The files are red stamped with "Confidential." They include psychological, psychiatric, and other medical records, and treatment and service plans.

RETENTION:

Retain for 28 year(s) after date of birth

DISPOSITION:

Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series are authorized by the Administrative Office of the Courts.

APPROVED: 04/1999

FORMAT MANAGEMENT:

Paper: Retain in Office for 18 years after date of birth of subject and then transfer to State Records Center. Retain in State Records Center for 10 years and then destroy.

PRIMARY DESIGNATION:

Exempt Rule 4-202.03 (9) , CJA

AGENCY: Judicial Council. Board of Juvenile Court Judges. Juvenile Court (Fourth District)

SERIES: 9589 3
TITLE: Utah County case files
DATES: 1969-
ARRANGEMENT: Chronological, thereunder alphabetical by surname
DESCRIPTION:

RETENTION:

Retain for 28 year(s) after date of birth

DISPOSITION:
Destroy.

RETENTION AND DISPOSITION AUTHORIZATION:
These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in Office until the subject of record turns 21 years old and then transfer to State Records Center. Retain in State Records Center for 7 years and then destroy.

PRIMARY DESIGNATION:
Exempt Rule 4-202.03 (9) , CJA