Local Health Department
Records Retention Schedule Amendment

Amending the Local Health Department Records Retention and Disposition Schedule published September 7, 2007.

STANDARD 19. PATIENT CLINICAL RECORDS

Amending item 6 Patient Clinical Records as shown on substitute page 87.

APPROVAL RECOMMENDED

Danny Staley, Acting Director
DHHS, Division of Public Health

Sarah E. Koonts
Director
Division of Archives and Records

APPROVED

Aldona Z. Wos, M.D., Secretary
Department of Health and Human Services

Susan W. Kluttz, Secretary
Department of Cultural Resources

ACKNOWLEDGED (AGREED TO COMPLY)

Director, Local Health Department

March 31, 2015

Chairman, Local Health Dept. Board

County/Region
<table>
<thead>
<tr>
<th>ITEM #</th>
<th>RECORD SERIES TITLE</th>
<th>DISPOSITION INSTRUCTIONS</th>
<th>CITATION</th>
</tr>
</thead>
</table>
| 6.    | PATIENT CLINICAL RECORDS | a) Adult Patients: Destroy in office 11 years from date of last service.*  
       | Clinical records for all patients served by the local health department.  
       | b) Pediatric Patients: Destroy in office when individual reaches 30 years of age and has not received services within the last 11 years.*  
       | c) Deceased Patients: Destroy in office 11 years from date of last service. | Confidentiality:  
       | See also IMMUNIZATION RECORDS item 1, page 85; TUBERCULOSIS RECORDS item 10, page 88; MATERNAL HEALTH (CLINICAL) RECORDS item 4, page 86 and STD/HIV/AIDS (CLINICAL) RECORDS item 9, page 87. | G.S. § 131E-97  
       | Retention: | 10A NCAC 13B .3903 |
| 7.    | PERINATAL HEPATITIS B PREVENTION REPORT PART I | a) Forward original reports to the Division of Women's and Children's Health at the North Carolina Department of Health and Human Services.  
       | Records track the testing and vaccination status of newborns exposed to hepatitis B at birth. |  
       | b) Destroy copies in office when individual reaches 28 years of age and has not received services within the last 10 years.* |  
| 8.    | PERINATAL HEPATITIS B PREVENTION REPORT PART II | a) Forward original reports to the Division of Women's and Children's Health at the North Carolina Department of Health and Human Services.  
       | Records track the testing and vaccination status of contacts of pregnant females who have hepatitis B. |  
       | b) Destroy copies in office after 10 years from date of last service. |  
| 9.    | STD/HIV/AIDS (CLINICAL) RECORDS | Destroy in office 10 years after documented determination of cure or after death of the patient. |  

*See AUDITS, LITIGATION AND OTHER OFFICIAL ACTIONS, page vii.

'See “DHHS Records Retention and Disposition Schedule for Grants.” This document is published semiannually by the DHHS Controller’s Office.