

DEPARTMENT OF HEALTH SERVICES
COUNTY OF LOS ANGELES**SUBJECT:** TUBERCULOSIS CASE RECORD DESTRUCTION**POLICY NO.** 881.1

PURPOSE:: To state the Department's position regarding the destruction of tuberculosis case records.**POLICY::** The County Health Officer, or his/her designee, may, under certain conditions, authorize the destruction of any x-ray photographs and case records more than seven years old which were taken in the performance of his/her duties with regard to tuberculosis. In the case of unemancipated minors, records shall be kept at least one year after such minor has reached the age of 18 years but, in any case shall be kept not less than seven years.

The destruction of records that are at least seven years old may be authorized when any of the following conditions exist:

- a. When an evaluation of the x-ray photographs in conjunction with the case records does not show the existence of tuberculosis in the infectious stage.
- b. The individual of whom the x-ray photograph was taken has been deceased at least two years, or in cases in which the County Health Officer or designee cannot reasonably ascertain whether the individual is still living, when the 102nd anniversary of the individual's birthdate has occurred.
- c. The place of residence of the individual of whom the x-ray photograph was taken has been unknown to the County Health Officer or designee for 10 years.

GUIDE:: Summary data on tuberculosis patients in the Tuberculosis Case Register will be maintained on all cases on whom it is noted that TB services were provided since January 1950. Case register files may be destroyed on all TB patients on whom no TB services were provided since January 1950.**AUTHORITY::** California Administrative Code, Title 22, Section 70751.

EFFECTIVE DATE: Nov 01, 1981**SUPERCEDES:****APPROVED:** Signature on File