



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration
Division: Professional Registration

Section: Board of Nursing
Sub-Section:

TITLE: Application for Practical Nurse Licensees

CUTOFF:

DESCRIPTION: Application for Practical Nurse Licensees - Application and evidence of having met licensure requirements and evidence of licensure.

RETENTION: Years: 75 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 3518

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002

TITLE: Application for Professional Nurse Licensees

CUTOFF:

DESCRIPTION: Application for Professional Nurse Licensees - Application and evidence of having met licensure requirements and evidence of licensure

RETENTION: Years: 75 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 3519

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002

TITLE: Application for Retired Files on Professional and Practical Nurses

CUTOFF:

DESCRIPTION: Application for Retired Files on Professional and Practical Nurses

RETENTION: Years: 75 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 3521

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration
Division: Professional Registration

Section: Board of Nursing
Sub-Section:

TITLE: Complaints, Investigations and Discipline Reports

CUTOFF:

DESCRIPTION: Complaints, Investigations and Discipline Reports

RETENTION: Years: 75 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 16959

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002

TITLE: Denied - Professional and Practical Nursing Applications

CUTOFF:

DESCRIPTION: Denied - Professional and Practical Nursing Applications

RETENTION: Years: 75 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 16960

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002

TITLE: Examination applications for persons who have failed their tests

CUTOFF:

DESCRIPTION: Examination applications for persons who have failed their tests - These are applications of candidates who have unsuccessfully taken written licensing examinations

RETENTION: Years: 75 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 3516

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and Professional Registration
Division: Professional Registration

Section: Board of Nursing
Sub-Section:

TITLE: Professional and Practical Schools of Nursing Files: Annual Reports

CUTOFF:

DESCRIPTION: Annual Reports

RETENTION: Years: 5 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 3527

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002

TITLE: Professional and Practical Schools of Nursing Files: Five Year Reports

CUTOFF: EOSFY

DESCRIPTION: Five Year Reports

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 16958

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002

TITLE: Professional and Practical Schools of Nursing Files: Provisional and Original - Active

CUTOFF: EOSFY

DESCRIPTION: Provisional and Original - Active

RETENTION: Years: Months: Days:

NOTES:

DISPOSITION ACTION: Permanent

SERIES: 3525

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002



Agency Records Disposition Schedule

Department: Department of Insurance, Financial Institutions and
Professional Registration

Section: Board of Nursing

Division: Professional Registration

Sub-Section:

TITLE: Professional and Practical Schools of Nursing Files: Provisional and Original -
Inactive

CUTOFF:

DESCRIPTION: Provisional and Original - Inactive

RETENTION: Years: 25 Months: 0 Days: 0

NOTES:

DISPOSITION ACTION: Destroy

SERIES: 3526

SERIES STATUS: Approved

APPROVAL DATE:

6/18/2002