



### Agency Records Disposition Schedule

Department: Department of Higher Education

Section: Student Health Services

Division: Northwest Missouri State University

Sub-Section:

<b>TITLE:</b> Annual Reports Primarily statistical records of clinic activities	<b>CUTOFF:</b> EOSFY
<b>DESCRIPTION:</b> Annual Reports Primarily statistical records of clinic activities	<b>RETENTION:</b> Years: Months: Days:
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Permanent
<b>SERIES #:</b> 11539 <b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 02/05/1980
<b>TITLE:</b> Budget Information - Annual budget for clinic supplies, professional fees and services, equipment and miscellaneous	<b>CUTOFF:</b>
<b>DESCRIPTION:</b> Budget Information - Annual budget for clinic supplies, professional fees and services, equipment and miscellaneous	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy
<b>SERIES #:</b> 11541 <b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 02/05/1980
<b>TITLE:</b> Purchase orders - Medical and surgical supplies and office supplies	<b>CUTOFF:</b>
<b>DESCRIPTION:</b> Purchase orders - Medical and surgical supplies and office supplies	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy
<b>SERIES #:</b> 11540 <b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 02/05/1980
<b>TITLE:</b> Sports Information-Statistics	<b>CUTOFF:</b>
<b>DESCRIPTION:</b> Sports Information-Statistics	<b>RETENTION:</b> Years: 3 Months: 0 Days: 0
<b>NOTES:</b>	<b>DISPOSITION ACTION:</b> Destroy
<b>SERIES #:</b> 11542 <b>SERIES STATUS:</b> Approved	<b>APPROVAL DATE:</b> 02/05/1980



### Agency Records Disposition Schedule

Department: Department of Higher Education

Section: Student Health Services

Division: Northwest Missouri State University

Sub-Section:

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**TITLE:** Student Medical Folders Complete clinic record to include medical and laboratory reports and insurance claims: hospital discharge records including insurance claims and ancillary reports.

**CUTOFF:**

**DESCRIPTION:** Student Medical Folders Complete clinic record to include medical and laboratory reports and insurance claims: hospital discharge records including insurance claims and ancillary reports.

**RETENTION:** Years: 5 Months: 0 Days: 0

**NOTES:**

**DISPOSITION ACTION:** Destroy

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**SERIES #:** 11538

**SERIES STATUS:** Approved

**APPROVAL DATE:**

02/05/1980

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