

Submitted: 10/26/2011
Jurisdiction: Maryland
Agency: Department of Health and Mental Hygiene
Division/Unit:

Maryland State Archives
 Edward C Papenfuse State Archives Building
 350 Rowe Boulevard
 Annapolis, MD 21401

Certificate ID: 114
MSA ID: SE55-2228

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Proposal and Certificate of Records Disposition

Item No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume	Date of Disposal	Method Of Disposal
		Retention Schedule No.	Section and/or Item No.				
1	Pediatric Case Files-Paper	1518	1 A, D	1981-1985	4 cu ft.	09/29/2011	Shred
2	Family Case Files-Paper	1518	6 A-E, I, J	1993-1999	4 cu ft.	09/29/2011	Shred
3	Sexually Transmitted Disease Records-Paper	1518	15 A, B, C	1997-2000	4 cu ft.	09/29/2011	Shred

Destruction Certification

Walter Zerrlaut	DHMH Records Officer	10/26/2011
Signature	Title	Date