

Submitted: Draft
Jurisdiction: Maryland
Agency: Department of General Services,
 Records Management Division
Division/Unit: DHMH - Anne Arundel County Health Department

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

Certificate ID: 269
MSA ID: SE55-2378

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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	08W87 - Woman, Infant and Child Certification Records (Health Information & Prevention)	1518	5	2005 - 2006	6 cu ft.	02/01/2012	Recycle
2	08W88 - Woman, Infant and Child Certification Records (Health Information & Prevention)	1518	5	2006	7 cu ft.	02/01/2012	Recycle
3	08W89 - Methadone and Other Drug Abuse Case Records (Clinical Care Monitoring Program)	1518	21	1946 - 1986	5 cu ft.	02/01/2012	Recycle
4	08W90 - Percolation Test Files (Environmental Health)	842	36	2000	9 cu ft.	02/01/2012	Recycle
5	08W627 - Home Health Program Records (Department of Aging)	1518	19	2005	3 cu ft.	02/01/2012	Recycle
6	08W633 - Methadone & Other Drug Abuse Case Files (Opportunity Treatment Fund)	1518	21	1986	5 cu ft.	02/01/2012	Recycle
7	08W1085 - Methadone and Other Drug Abuse Case Files (Opportunity Treatment Fund)	1518	21	1986	2 cu ft.	02/01/2012	Recycle
8	08W1102 - Budget and Fiscal Planning Records (Health Information & Promotion)	834	1-C	2003 - 2006	8 cu ft.	02/01/2012	Recycle
9	09W598 - Methadone and Other Drug Abuse Case Files (Behavioral Health)	1518	21	1986	1 cu ft.	02/01/2012	Recycle
10	10W115 - Home Health Program Records (Department of Aging)	1518	19	2005	1 cu ft.	02/01/2012	Recycle

Destruction Certification

Gabriel P. Lopez	Manager	2/23/2012
Signature	Title	Date