

## MENTAL RETARDATION ADMINISTRATION.

(5) "ROUTINE USE" MEANS, WITH RESPECT TO DISCLOSURE, THE USE OF A RECORD ACCORDING TO THE PURPOSE FOR WHICH IT WAS COLLECTED UNDER §17(B).

(B) Each facility which has any persons admitted under the provisions of this subtitle[,] shall make and retain [in a separate and secure area of the facility,] complete records of each person. THESE RECORDS SHALL BE MAINTAINED IN A ~~SEPARATE AND~~ SECURE AREA OF THAT FACILITY OR OF THE OFFICE OF THE ORGANIZATION THAT OPERATES A PRIVATE FACILITY. [Such] THESE records shall contain copies of all data required by this article, and [such] ANY additional information as may be required by the Administration. [Such records shall be open for inspection by persons designated by the director and in accordance with the provisions of §9-109 of the Courts Article of the Code, but shall be closed to all other persons.]

(C) (1) ~~AT REASONABLE INTERVALS, EACH WITHIN 14 DAYS OF A REQUEST OF A PERSON, A FACILITY SHALL ADVISE EACH THAT PERSON IN WRITING OF ANY RECORDS MAINTAINED ABOUT THAT PERSON AND THE PROCEDURES FOR REVIEW OF THESE RECORDS.~~

~~(2) WITHIN 14 DAYS OF A WRITTEN OR ORAL REQUEST FROM A PERSON TO REVIEW A RECORD, THE FACILITY SHALL PERMIT THE PERSON TO HAVE ACCESS TO AND TO REVIEW THE RECORD AND, WHENEVER REQUESTED, THE FACILITY SHALL COPY ALL OR ANY PORTION OF THE RECORD FOR THAT PERSON.~~

(2) WITHIN 14 DAYS OF A WRITTEN REQUEST FROM A PERSON TO REVIEW A RECORD MAINTAINED ABOUT THAT PERSON, THE FACILITY SHALL PERMIT ANY INDIVIDUAL AUTHORIZED UNDER SUBSECTION (E) TO HAVE ACCESS TO AND TO REVIEW THE RECORD AND, WHENEVER REQUESTED, PROVIDE THAT INDIVIDUAL WITH A COPY OF ANY PORTION OF THE RECORD. IF NO INDIVIDUAL IS AUTHORIZED UNDER SUBSECTION (E), THE FACILITY SHALL AFFORD THE RIGHTS OF THIS SECTION TO THE PERSON TO THE EXTENT THAT THE DIRECTOR OF THE FACILITY DETERMINES THAT ACCESS AND REVIEW WOULD NOT BE DETRIMENTAL TO THE PERSON. WITHIN TEN WORKING DAYS OF ANY DENIAL, THE DIRECTOR OF THE FACILITY SHALL APPLY TO THE CIRCUIT COURT OF THE COUNTY WHERE THE FACILITY IS LOCATED FOR AN ORDER PERMITTING HIM TO CONTINUE TO DENY OR RESTRICT SUCH DISCLOSURE.

(3) THE FACILITY MAY REQUIRE THE PERSON MAKING THE REQUEST TO PAY A REASONABLE FEE INCURRED IN DUPLICATING THE INFORMATION IN AN AMOUNT WHICH MAY NOT EXCEED THE ACTUAL COST OF DUPLICATING THE RECORD.

(4) EACH FACILITY SHALL PERMIT THE PERSON TO CONTEST THE CONTENT, ACCURACY, COMPLETENESS, PERTINENCY, TIMELINESS, RELEVANCE, AND DISSEMINATION OF THE RECORD, AND TO REQUEST AN AMENDMENT OR SUPPLEMENT TO THE RECORD. THE FACILITY SHALL ACKNOWLEDGE IN WRITING RECEIPT OF THE REQUEST WITHIN 14 DAYS. THEN, WITHIN AN ADDITIONAL 14 DAYS, THE FACILITY EITHER PROMPTLY SHALL AMEND OR SUPPLEMENT THE