

**APPROVED 5/23/2012**

State of Texas  
Records Retention Schedule

Page 1 5/23/2012

Automated Facsimile of SLR-105

2. AGENCY CODE: 537

3. AGENCY: TEXAS DEPARTMENT OF STATE HEALTH SERVICES

ORIGINAL SUBMISSION

RECERTIFICATION

REPLACEMENT PAGE

ADDENDUM PAGE

4. Records

7. RETENTION PERIOD

Series Item #	5. Agency Item #	6. Records Series Title	Agency	Storage	Total	8. Archival	9. Remarks	10. 106 No.
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055 - HEALTH SERVICE REGION - PRIMARY HEALTH CARE

1.1	4653	ELIGIBILITY RECORDS	AC		AC		AC=DATE ELIGIBILITY ENDS	
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RETENTION CODES (Field 7)

AC - After Closed, Terminated, Completed, Expired, Settled  
AV - As Long As Administratively Valuable  
US -Until Superseded

PM - Permanent

CE - Calendar Year End  
FE - Fiscal Year End  
LA - Life of Asset

MO - Months  
DA -Days

ARCHIVAL CODES (Field 8)

A - Transfer to State Archivist  
R - Review by StateArchivist  
E - Exempt from sending

VITAL Record (Include in Field 9)