RECORDS RETENTION AND DISPOSITION SCHEDULE

Family And Social Services Administration. Disability And Rehabilitative Services, Division of. Child

Agency: Family And Social Services Administration	Division: Disability And Rehabilitative Services, Division of		
ITEM NO.	RECORD SERIES	TITLE/DESCRIPTION *(This Retention Schedule is approved on a space-available basis)*	RETENTION PERIOD
1	2015-15	**FIRST STEPS EARLY INTERVENTION** Early Intervention Services are provided by the Infants and Toddlers with Disabilities Program, known as "First Steps" in Indiana, under 34 CFR 303 and IC 12-12.7-2. Records include documentation of family permission to share information, educational records and service plans. Disclosure of these records may be affected by 34 CFR 99.	DESTROY seven (7) years after termination from program.