

DEPARTMENT OF CORRECTION  
DIVISION OF PRISONS  
MCCAIN CORRECTIONAL HOSPITAL

Records Retention and Disposition Schedule

The Records Retention and Disposition Schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the General Statutes of North Carolina, it is agreed that the records of the

MCCAIN CORRECTIONAL HOSPITAL

do not and will not have further official use or value for administrative, research, or reference purposes after the respective retention periods specified herein. The N.C. Department of Cultural Resources consents to the destruction or other disposition of these records in accordance with the retention and disposition instructions specified in this schedule. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. **Public records including machine readable records not listed in this schedule are not authorized to be destroyed.** The

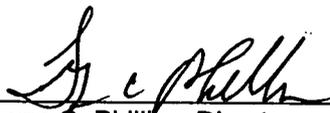
MCCAIN CORRECTIONAL HOSPITAL

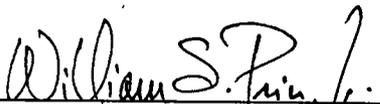
agrees to destroy, transfer or dispose of records in the manner and at the times specified herein. This schedule is to remain in effect until superseded.

APPROVAL RECOMMENDED

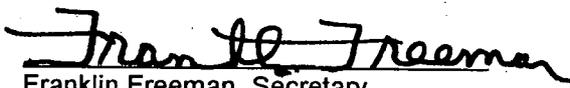
  
Robert Brinson, Chief Records Officer  
Department of Correction

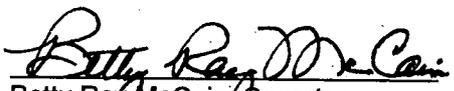
  
Herbert A. Rosefield, Chief of Health  
Services, Division of Prisons

  
Lynn C. Phillips, Director  
Division of Prisons

  
William S. Price, Jr., Director  
Division of Archives and History

APPROVED

  
Franklin Freeman, Secretary  
Department of Correction

  
Betty Ray McCain, Secretary  
Department of Cultural Resources

December 16, 1994

HFH

**DEPARTMENT OF CORRECTION  
DIVISION OF PRISONS  
MCCAIN CORRECTIONAL HOSPITAL**

**ITEM 33410. INMATE MEDICAL RECORDS FILE.**

Records concerning inmates treated at the McCain Correctional Hospital. File includes discharge summaries reports, personal histories and physical reports, physicians' orders and progress notes, consultation reports, laboratory and radiological reports, diet orders, medication administration reports, nurses notes, and other related records. (Comply with G.S. 8-53, Communications between physician and patient; Goble v. Bounds, 13 N.C. App. 579, aff'd, 281 N.C. 307 (1972) (prison records are confidential and are not subject to inspection by the public or the inmate); and 5 NCAC 2D.0601 (b) (medical records may not be released except with the written consent of the person to whom such records pertain) This is an essential agency record.)

DISPOSITION INSTRUCTIONS: Transfer to the State Records Center 6 years after inmate is discharged or transferred. Records will be held for agency in the State Records Center 10 additional years and then destroyed.