



STATE OF WEST VIRGINIA
DEPARTMENT OF HEALTH AND HUMAN RESOURCES

Joe Manchin III
Governor

Martha Yeager Walker
Secretary

Retention and Disposal of Tuberculosis Records

- In general, chest x-ray clinic reports, diagnostic chest clinic reports, tuberculosis correspondence, other tuberculosis reports, and negative routine x-ray records (TB-9 forms – even on deceased persons) should be retained for **5 years**. This is assuming that information has been recorded on patient's chart and register cards.
- Negative skin test records likewise should be retained for 5 years.
- Any mobile x-ray unit cards still on file can be destroyed.
- 14 x 17 x-rays of active or inactive **cases** of tuberculosis – retain **first film and films** for the last **5 years**.
- 14 x 17 x-rays on **suspects** for tuberculosis – retain **first film and films** for last **5 years**.
- Retain negative **routine** chest x-rays for **5 years**.
- Retain x-rays on **deceased** persons until **2 years after death**.

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Signed _____
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