



STATE OF TENNESSEE
DEPARTMENT OF CHILDREN'S SERVICES
Office of Records Management

Record Disposition Authorizations (RDA) Index

RDA Number	Record Series Title	Category Name	Related Policy Number(s)
1246	Sealed Adoption Files	Child/ Youth	15
2509	Closed Children's Trust Account	Accounting	3.17
2925	Internal Affairs Investigations	Administrative	1.16
2875	Closed DCS- Residential Treatment Facilities Child Files	Child/ Youth	9.4/9.10
2876	Closed DCS- Child Health Record	Health/ Medical	20.25/20.47
2877	Closed Foster Home Files	Placement	16.23
2888	Food Service Program Files	Administrative	22.1
2899	DCS Safety Program Files	Administrative	28.3
2923	Time and Cost Study Files	Budget	
2982	Closed DCS Home County Child Case Files	Child/ Youth	31.5

RDA Number	Record Series Title	Category Name	Related Policy Number(s)
2983	Closed DCS Licensure Files	Placement	16
2984	Closed Child Welfare Benefit/ Adoption Assistance Case Files (CWBC/AA)	Child/ Youth	3.23/16.23/16.52
2993	Closed Child Safety Case Management Files	Child/ Youth	14.16
10223	Closed DCS Education Records	Education	9.10
11016	Closed Family Case Files	Child/Youth	14.8/16.12/31.5
11017	DCS Attorney Notes	Administration	
11172	TFACTS	Child/Youth	9.4
11187	CISCO Call Recording System	Child/Youth	14.16
11297	Closed DCS Due Process Files	Administrative	14.11
11385	Closed DCS Provider Monitor Files	Administrative	1.10
11387	Continuous Quality Improvement (CQI) Meeting Minutes	Administrative	1.3
11391	DCS Provider Quality Team Files	Administrative	1.3

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RDA Number	Record Series Title	Category Name	Related Policy Number(s)
11040	Closed Child Death-Near Death Review Files	Administrative	14
11456	DCS Mental Health Counseling Records	Health	19.1, 19.6, 19.7, 19.8