

State of Nevada Health Division: Statewide Cancer Registry

Version Date: 2/28/2014

1990355 Cancer Tumor Registry Abstract Reports

Reviewed: 01/25/1991

Description: This record series contains the initial core information abstracted from cancer patient medical records reported on the standardized Tumor Registry Abstract Form, and includes: patient identification, initial core information of patient's cancer, stage at diagnosis, treatment, physicians, etc. These are the hard copy backup for the Statewide Cancer Registry Data Base.

Retention: Retain reports until after verification of data entry.

Disposition: Destroy Securely

1990356 Cancer Tumor Registry Accession Register

Reviewed: 01/25/1991

Description: This record series is the numeric serial register used to assign an identification number to each new cancer patient accessioned into the Statewide Cancer Registry; and consists of six 3 3-ring binders, volumes in the Reno office ranging from 1/1/79 to present.

Retention: Retain files until after verification of data entry.

Disposition: Destroy Securely

1990357 Statewide Cancer Registry Data Base

Reviewed: 01/25/1991

Description: This record series is maintained in an electronic data base and computer listings of data compiled on cancer patients in Nevada from January 1, 1979 to present. (See NRS 457.240 and NAC 457 Chapter 457 inclusive).

Retention: This is a permanent record. Retain the computer printout until superseded.

Disposition: Permanent: Transfer to State Archives

1990354 Statewide Cancer Registry: Anatomic Site Files

Reviewed: 01/25/1991

Description: This record series contains information abstracted from cancer patient record: patient identification, address, date of diagnosis, anatomic site of primary cancer, extent of disease at diagnosis, histology, method of diagnosis, treatment modalities, physicians, patient status, tumor status, and may contain: pathology reports, radiation therapy reports and death certificate. These were working files, accumulating initial and subsequent information. Arranged by (a) anatomic system (b) site specific (c) histology type and (d) alpha by patient name. All information is duplicated in the Statewide Cancer Registry Data Base.

Retention: Retain these files until after verification of data entry.

Disposition: Destroy Securely

1990353 Statewide Cancer Registry: Follow-up Status Files

Reviewed: 01/25/1991

Description: This record series consist files used administratively to aid in contacts with clients. The data may contain: patient name, address, birth date, social security number, telephone number, primary physician, name of spouse, CTR number, cancer site code, histology code, date of diagnosis; Side 2 contains date of last follow-up (at least annually until death), patient status, tumor status, and name of source of follow-up information. Filed by month using the month of the last medical appointment as the identified. All information is duplicated in the Statewide Cancer Registry Data Base.

Retention: Retain until after verification of data entry.

Disposition: Destroy Securely

1990352 Statewide Cancer Registry: Patient History Files

Reviewed: 01/25/1991

Description: This record series consists data on patients, including: patient name, address, telephone number, sex, race, birth date, social security number, primary physician, CTR number, anatomic site code of cancer, histology

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code of cancer, date of diagnosis and hospital I.D. code. Filed in alphabetical order and used as a record locator file. All information is duplicated in the Statewide Cancer Registry Data Base.

Retention: Retain for a period of six (6) calendar years.

Disposition: Destroy Securely