

1/7/16 update

How long should camps retain health forms and records (covers staff & campers)?

ACA Standard HW-22 (2012 version)

Standard says to follow state laws, and keep records at least 2 years past majority age (statute of limitations for instigating litigation), which in Maine is 18 years, so keep records until at least age 20. Some camps use age 21 as majority age and add 2 to that, and so keep records until age 23 or even later.

In Maine, the state statute for record keeping is 7 years (according to ME Medical Center), but most health providers go beyond that in case of litigation (and it doesn't comply with the ACA standard). Maine Medical Center keeps child outpatient records until age 18 plus 3 years (age 21), which is age of majority + 2 years, plus on more year for extra measure!

- ☞ A.36.a Health Records - Clinics Sponsored by Local Government Agency retain 10 years Immunizations, cholesterol/blood pressure screenings, etc. Does not include records maintained by government-operated hospitals or similar health care facilities. Confidential (4)

I couldn't find a definitive answer from the state, so this seems to be common practice and the best advice for camps:

It seems the safest rule of thumb is to keep camper health records to age of majority (18 yrs) + 7 years (to age 25 or 26) to be safe on the litigation side of things. This is because the Statute of Limitations for a negligence claim is 6 years generally and for children, 6 years after the person reaches 18.

UMO keeps student health records for 10 years after last health center visit.

There doesn't seem to be any one place to get this info.

EMPLOYEE HEALTH RECORD RETENTION

From ACA Standard HW-22

OSHA Regulations on Recordkeeping

Medical records and logs of health care activity must be separate for campers and staff. OSHA expects to see employee (or staff) records in logs that are for employees only. OSHA expects employee records to be maintained for 20 years, with the exception of records for employees who report an exposure incident to bloodborne pathogens. Those records must be maintained for the period of their employment plus 30 years.