



## DID YOU KNOW..?

### RETENTION OF TEST FORMS IS NOT REQUIRED?

DATED March, 2013

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Although many members prefer to retain the test forms on which they have scored a patient's/client's responses, it is not required. The Proposed Records Regulation, 2011 only requires, with regard to assessment information, in Section 6(1) (e):

“the nature and results of each assessment relating to the patient/client, each clinical finding and any recommendations made by the member ”

Consequently, if the member documents the appropriate details of the assessment results, that is sufficient.

If you have any questions or comments, please feel free to contact us at [caslpo@caslpo.com](mailto:caslpo@caslpo.com) or phone us at 416-975-5347 or 1-800-993-9459.