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Series

Authorization No:	Agency:	Division:	Section:	Revision:
10551575	AGO	CP66	NA	0

Agency Series No.: 066-OAG-48 **Record Series Title:** Foster Youth Identity Theft Files

Record Series Description: ODJFS Identity Theft Victim Files document the collaborative effort with the Ohio Department of Jobs and Family Services (ODJFS), Public Children Service Agencies (PCSAs), and the Ohio Attorney General"s Office for resolving issues related to identity theft of youth in the Ohio Foster Care System. The records can inlcude, but are not limited to, the original Identity Theft Affidavit, copy of the Youth"s credit report, documentation that the Youth is currently under the care and custody of the PCSA, and any other relevant documentation related to the erroneous information on the Youth"s credit report.

Agency Web Link:

☑ **Confidential Description** **Vital Description**

Per the MOU, records should be analyzed under restrictions for ODJFS or PCSAs. The Attorney General's Office should notify ODJFS if a records request is made.

Media	Retention Period	Retention Justification	Method of Disposal
Machine Readable	2 years from entry date, provided closed.		Delete
Paper	2 years or after scanned and data entered.		Shred

Approvals:

Created		**Date: 6/25/2015**
Approved	**Nathan Owens, Records Coordinator**	**Date: 6/25/2015**
Approved	**Pari Swift, Records Officer**	**Date: 6/25/2015**
Approved	**Bunnie Jones, Record Administrator**	**Date: 6/29/2015**
Approved	**Fred Previts, State Archivist**	**Date: 6/30/2015**
Approved	**Martin Meeks, State Auditor**	**Date: 7/2/2015**

Notes:

Note Date	Note Description	User