

Class	Description	Retention
Case Management System: Class 1	Form types DET2, DET4, REV1, REV2, CT03a, CT09, C02a and associated correspondence or any other papers submitted in connection with sections 46, 48, 49, 52, 82, 86, 116, 144 or 153 of the Mental Health (Care and Treatment) (Scotland) Act 2003.	15 years after last order issued
Case Management System: Class 2 and all Hearings Documents	Form types CORO1, CORO2, EXS1, EXS2, EXS3, HD2 and associated correspondence or any other papers in connection with sections 185,187, 189,191, 192, 201, 204, 210, 211, 213, 214, 219, 220, 264, 265, 266, 267, 268, 271, 290 or 291 of the Mental Health (Care and Treatment) (Scotland) Act 2003.	Held indefinitely and reviewed every 5 years after last order issued
Case Management System: Class 3 and all Hearings Documents	All other forms and papers associated with any other sections of the Mental Health (Care and Treatment) (Scotland) Act 2003.	15 years after last order issued
Audio Recordings	Recordings of Tribunal hearings	Held for 3 years and destroyed unless an appeal to Sheriff Principal is in train, in which case destruction will take place 3 years after the appeal has been determined (<i>amended 1.12.22, recordings prior to 1.12.20 already deleted</i>)