

CHART and RECORD RETENTION

The Nova Scotia College of Physiotherapists issues Advisory Statements to provide guidance to members on practice issues. This Advisory addresses the new changes in Chart and Record Retention requirements for physiotherapists.

Background

The Nova Scotia College of Physiotherapists standard for Chart Retention in our Registration Regulations (made under Section 6 of the Physiotherapy Act S.N.S. 1998, c. 22) was no less than six (6) years. (Professional Standards clause#49(2)).

The province introduced new legislation called The Limitation of Actions Act (or Statute of Limitations) which came into effect on September 1, 2015. This legislation does not supersede the previously legislated and enacted limits in our Act. It does, however define a minor as being under the age of nineteen.

What does this mean for physiotherapists in Nova Scotia?

This means that NSCP members are required to retain records for a minimum of 6 years after the discharge date.

In the case of an individual under the age of 19, the six year period starts after they reach the age of majority (in this legislation that is 19 years of age). In other words, you save the record for the time leading up to the age of 19 and then for six years after that.

Records can be written, printed, or photographed and stored in file cabinets, boxes or electronically, and maybe located onsite or offsite.

Resources:

- Canadian Alliance of Physiotherapy Regulators. (2009). [Guideline for the Collection, Maintenance, Transmission and Destruction of Electronic Health Information.](#)
- Nova Scotia College of Physiotherapists [Advisory Statement on Chart Legibility](#)