

§ 76920. Employee Personnel Records.

(a) All facilities shall maintain confidential employee records on all personnel. The record shall include the employee's full name, Social Security number, professional license or registration number, if any, employment classification, information as to past employment and qualifications, date of beginning employment and date of termination of employment and performance evaluations. Such records shall be available to authorized agents or representatives of the Department upon request.

(b) Records of hours and dates worked by all employees during at least the most recent twelve month period shall be kept on file at the place of employment or at a central location within the State of California. Such records shall be made available to the Department within one working day.

Note: Authority cited: Sections 208.4 and 1267.7, Health and Safety Code. Reference: Section 1276, Health and Safety Code.

22 CCR § 76920, 22 CA ADC § 76920