**Section 405.21 Records Retention**

a) Personnel, general and financial records required of the day care agency shall be maintained for five years. Children's records shall be maintained for five years after the child has been discharged from care or services. Records of closed day care homes shall be maintained by the day care agency for seven years after closing.

b) The provisions of this Section notwithstanding, records required by this Part shall be maintained until all audits have been completed and no litigation is pending or anticipated.