

Notice of Pricing for Medical Records

In keeping with the Office for Civil Rights Guidance our practice is posting the following fees for Access Requests by patients. Requests for medical records through valid Authorizations are based on the state approved rates.

FEES FOR ACCESS REQUESTS

Paper Copies:

1 to 5 Pages – No Charge.

For records of more than 5 but less than 30 pages we charge a flat fee of \$6.50.

For records request of over 30 pages we charge \$ 0.25 per page for the actual cost (which includes paper, toner and labor charges for the time) plus applicable postage charges if it must be mailed. You may request an estimate based on your individual request.

Electronic Records:

Email of records is a flat fee of \$6.50. However, if the PHI data is large and exceeds the capacity limit for an email attachment we will place the PHI on a CD.

Record requests to be placed on a CD: a flat fee of \$6.50 plus postage charges if it must be mailed.

Transfer to App or Health Record (if we have the capability and security considerations are in place):
\$6.50

Thumb Drive** or Other Supported Media: Actual cost of the media, labor involved as described above and postage if the device is mailed. (Approximate Cost is \$25.00)

Films and Other Non-Standard Paper Requests

Actual cost to produce plus labor as described above and postage.

Portal Requests: Free

Remember many of your records can be accessed quickly and accurately on our patient portal. Ask us how to access your records today. There is no charge for portal access to your records.

Go to <http://www.clearwaterpediatriccare.com> and then click on Patient Portal.

Should the above pricing for copies of medical records present a financial hardship, please let our office know.

Our practice uses Average Costing to determine labor costs. The Average Fee Labor Cost Worksheet of our charges is available from our HIPAA Compliance Officer. **For security purposes, our practice is not allowed to accept patients' thumb drives or other portable media because they must be attached to our network to transfer the files and pose a security threat to our network.