

## **MEDICAL RECORDS RELEASE POLICY**

*Your child's original medical records belong to the Medical Practice.*

**You are entitled to a full copy of your child's records.**

*If you desire a copy of the record, there is a charge for this. The charge is calculated as follows, according to the regulations of the state of Virginia:*

*\$10 administration fee.*

*50 cents per page for the first 50 pages of the record*

*25 cents per page for the remainder of the record*

*Some patients have very large records and the copying fees add up to a big charge. **If you do not desire to copy the full record**, then you should inform our office in writing of the parts you wish copied and we will only charge you the Admin fee plus the selected pages desired (such as growth chart and immunization record, for example).*

*The office has fifteen days from the date of your written request to provide you with the copy of your child's records.*

*Although some pediatricians charge for filling out medical forms, writing letters of medical necessity, or redoing forms which the patient has lost, our offices **do not** charge for these services.*