**Notice of Pricing for Medical Records**

***The failure to provide advance notice is an unreasonable measure***

***that may serve as a barrier to the right of access. Customize items in RED.***

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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 25 pages or less we charge a $1.00 per page

For records request of over 25 pages we charge **.25** per page after the first 25 pages of $1.00 each.

**Films and Other Non-Standard Paper Requests**

Actual cost to produce plus postage.

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

\*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.