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## HIPAA PERMISSIBLE FEES to obtain copies of your records and fees charged:

HIPAA permits reasonable, cost-based fees for copies of information provided that the fee only includes the cost of copying, including supplies, labor and postage, if applicable. Physicians may also charge for preparing an explanation or summary, if the patient agrees in advance to these fees.

Notably, the preamble to the Privacy rule (at 65 Federal Register 82557) includes the following clarifications concerning these costs:

“If the individual requests a copy of protected health information, a covered entity may charge a reasonable, cost-based fee for the copying, including the labor and supply costs of copying. If hard disk, this would include the cost of the computer disk. Covered entities may not charge any fees for retrieving or handling the information or for processing the request. If the individual requests the information to be mailed, the fee may include the cost of postage. Fees for copying and postage provided under state law, but not for other costs excluded under this rule, are presumed reasonable. If such per page costs include the cost of retrieving or handling the information, such costs are not acceptable under this rule. “

Ohio law sets limits on the amounts that all health-care providers and medical record companies may charge for copies of medical records. See O.R.C. §3701.741. The total costs for copies and all services related to those copies cannot exceed the sum of the following:

**If the request is made by the patient or the patient’s personal representative (as defined by Ohio Revised Code 3701.74), total costs for copies and all services related to those copies shall not exceed the sum of the following:**

**Continue.....**



# Internal Medicine Specialties, Inc.

920 W. Market St., Suite 210 • Lima, Ohio 45805 • Tel. (419) 229-3362 • FAX (419) 229-8258

**With respect to data recorded on paper, the following amounts: The information is current for Calendar Year 2021.**

- Three dollars and thirty five cents (\$3.35) per page for the first ten pages;
- Seventy cents (70¢) per page for pages eleven through fifty;
- Twenty-eight cents (28¢) per page for pages fifty-one and higher;
- The actual cost of any related postage incurred by the health care provider or medical records company.

**With respect to data recorded other than on paper such as copies of X-rays, EKG strips, etc:**

- Two dollars and thirty cents (\$2.30) per page
- Postage-actual cost

**If a person other than the patient or the patient's personal representative makes the request** (such as a request by an "authorized person"), total costs for copies and all services related to those copies shall not exceed the sum of the following:

- An **initial fee** of Twenty dollars and sixty-eight cents (\$20.68), which shall compensate for the records search;

**With respect to data recorded on paper, the following amounts:**

- One dollar and thirty six cents (\$1.36) per page for the first ten pages;
- Seventy cents (70¢) per page for pages eleven through fifty;
- Twenty-eight cents (28¢) per page for pages fifty-one and higher;
- The actual cost of any related postage incurred by the health care provider or medical records company.

**With respect to data recorded other than on paper.**

- Two dollars and thirty cents (\$2.30) per page
- Postage-Actual cost

These maximum charges are in effect as of February 2021 and remain in effect through February 2022. The maximum charges will be annually adjusted (increased or decreased) by the Ohio Director of Health to reflect the average percentage of increase or decrease in the Consumer Price Index. The adjusted amounts will be posted on The Ohio department of Health's Website. ([www.odh.ohio.gov](http://www.odh.ohio.gov))

I have read and understood the Permissible Fees policy of Internal Medicine Specialties Inc.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

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