

MIDLAND ORTHOPEDICS

MEDICAL RECORD AND MEDICAL FORM POLICY

Protecting the privacy and confidentiality of our patients is of the highest importance to Midland Orthopedic Associates. With that in mind, Midland Orthopedics will provide Medical Records and Medical Forms as requested by the patient or a third party in accordance with all HIPAA regulations.

To comply with current HIPAA guidelines, certain requirements must be met before the documents can be released. Please review the following steps:

- The patient or third party requestor must complete the appropriate section on the Authorization to Release Information (Work. Comp. Excluded) form for the requested document.
- Full Payment must be made before the Medical Record or Form will be released.
- Forms and Medical Records Requests will be processed within 10 business days.

FEE LIST:

▪ Medical Records:

- | | |
|-------------------------|------------------|
| ○ Pages 1-25 | \$0.96 each page |
| ○ Pages 26-50 | \$0.64 each page |
| ○ Pages 50- | \$0.32 each page |
| ○ Shipping and Handling | \$25.55 |

FORMS:

\$10.00 each

Thank you for your cooperation. For questions, please call 312-842-4600.

Patient Signature

Date

Effective 06.18.2012