

First Internal Medicine, Prof. LLC

Consultation and Concierge Medicine

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Dear patient:

We would like to point out the following regulations pertaining to the release of a copy of your personal health information maintained by our office ('medical records'). According to the Federal Health Information Portability and Accountability Act of 1996 (HIPAA) and the State of Colorado (6 C.C.R. 1011-1, Chapter 2, Part 5.2.3.4) regulations, we are allowed to charge the following fees for providing a copy of medical records.

Providing records to the patient or a "personal representative" (as defined in HIPAA 45 CFR 164.502(g)):

- Reasonable cost not to exceed \$14.00 for the first 10 or fewer pages
- \$0.50 per page for pages 11-40
- \$0.33 per page for every additional page
- Actual postage may be charged
- Per-page fees for microfilm shall be \$1.50 per page

If we provide records to a representative of the patient other than a "personal representative":

- \$18.53 for the first 10 or fewer pages
- \$0.85 per page for pages 11-40
- \$0.57 per page for every additional page
- The per-page fee for records copied from microfilm shall be \$1.50 per page
- Actual postage or shipping costs and applicable sales tax, if any, also may be charged.

Additional statutes regarding medical records provided in the HIPAA 45 CFR 164.524:

- Inspection of the medical records in the office is free of charge
- Release of medical records to another physician for purposes of continuity of care is free of charge
- The request to access or release the records must be made in writing
- We must act on the request to access or release the records within 30 days of the receipt of such request

If you wish to receive a copy of your medical records yourself, please return to us MEDICAL RECORDS REQUEST FOR PERSONAL USE, choosing one of the payment options.

If you wish us to send your records to your representative (e.g. life insurance, Social Security Administration, attorney, etc.), please send us signed AUTHORIZATION TO DISCLOSE OR USE MY HEALTH INFORMATION. We will contact the organization to which you wish us to send your records to obtain payment.

If you have any questions regarding this letter, please contact our office.

Sincerely,

Igor Huzicka, MD
Principal & Founder
First Internal Medicine