

Foothills Neurology
4530 East Muirwood Drive
Suite 111
Phoenix, AZ 85048

Dear Valued Patient:

Thank you for your request for a copy of your medical record. We appreciate the opportunity to service your Release of Information medical record request requirement.

As you can hopefully understand, the cost for the reproduction of medical record requests is quite extensive. In addition, we are bound by HIPAA (Federal Privacy Act) to track and report each request. **Therefore, in order to fulfill your request for medical records, we must ask for a flat fee of \$15.00 and \$0.25/page, permissible by Arizona State Law (See bottom of page):**

Below is an example of what the cost might be for requesting 45 pages of your medical record:

Please note this example does not include the cost of postage/envelopes.

<i>Total Pages Requested</i>	<i>45 Pages</i>
<i>Pages 1-45</i>	<i>\$0.25 cents per page</i>
<i>Record Processing Fee:</i>	<i>\$15.00 for paper record copy</i>
<i>Total:</i>	<i>\$26.25 for paper copy Plus the cost of postage/envelopes</i>

If you request your records for personal use you will receive an invoice in the mail in the next 2 to 5 business days. At that time, you can pay the invoice fee by Check, Cash, or Money Order, or to expedite your request you can make a Credit Card payment by phone. Your request will be fulfilled upon payment in any of the above-mentioned means. Should you have any questions regarding the fee, please contact BACTES (our service) at (480) 648-2636. Thank you again for your confidence in Foothills Neurology.

Sincerely,

Foothills Neurology
480-961-2365

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Arizona law (A.R.S. §12-2295) states that a healthcare provider or contractor may charge a person who requests medical records a reasonable fee for the production of the records.