

**HEALTH RECORDS DEPARTMENT
 FEE SCHEDULE**

ITEM	DESCRIPTION	FEE	ADDITIONAL FEE
Request for Medical Chart Personal Request Legal Representative Law Firm Insurance Company Other	For producing and providing photocopies or electronic submission of a patient medical record (paper/electronic/secure VPN)	Pre-payment \$30.00 (includes 20 pages)	0.25c for each additional page after the first 20 pages
Pocket Health Imaging Code	Pocket Health Imaging code produced to access patient imaging (Personal, Legal, Insurance or Other)	Pre-payment \$10.00	None
Confirmation Letters	*Confirmation of Visit *Proof of Birth *Other	Pre-payment \$10.00	None
Form Processing Fee Insurance Other	Completion of Forms, signed and stamped	Pre-payment \$10.00	None
URGENT Law Firm Insurance Company	Requests required within 48 hours	Pre-payment \$50.00	None
Review of Record	Review of personal medical chart by patient or approved health custodian	Pre-payment \$30.00	\$30.00 for every 15 minutes after the first ½ hour
WSIB	Production of clinical notes and records, within a timeframe being requested	\$23.54 (includes 5 pages)	0.25c for each additional page after the first 5 pages Invoice included with complete request
Registered Colleges CPSO CNO Other Colleges	Production of clinical notes and records, within a timeframe being requested	Flat Fee	0.25c / per page Pre-payment not required. Invoice included with complete request