

## Photocopying Fees for Patient Records

State	Permissible Minimum Fee	Fee Per page	Maximum Fee.	Search fee	Response Deadline	Miscellaneous
ALABAMA	—	\$1.00 per page for pages 1-25 and 50¢ for each page thereafter	—	\$5.00	—	The actual cost of reproducing X-Rays and other special medical records and the actual mailing cost can be charged
ALASKA	—	—	—	—	—	The cost of supplies, labour and actual cost of postage
ARIZONA	—	Reasonable cost based fee	—	—	—	The Health care provider may require the payment of any fees in advance
ARKANSAS	—	50¢ per page for pages 1-25 and 25¢ for each page thereafter	—	\$15.00	—	The actual cost of reproducing X-Rays and other special medical records and the actual mailing cost can be charged
CALIFORNIA	—	25¢ per page and 50¢ for records copied from a microfilm	—	—	15 business days	The actual cost of reproducing X-Rays and other special medical records and reasonable clerical cost
COLORADO	—	\$16.50 for the first 10 or fewer pages. 75¢ for 11-40 pages. 50¢ for additional pages. Pages copied from microfilm records copied from microfilm shall be \$1.50 per page	For the discharged patient or personal representative shall pay \$14.00 for the first 10 or fewer pages, \$.50 per page for pages 11-40, and \$.33 per page for every additional page	—	—	Actual postage or shipping costs and applicable sales tax
CONNECTICUT	—	45¢ per page including research fees, handling fees or related costs	—	—	30 business days	Amount necessary to cover the costs of materials for providing an X-Ray etc and the cost of first class postage if applicable
DELAWARE	—	Reasonable fee may be charged for the production of documents	—	—	45 days	Actual cost of postage if he sent you the copies

## Photocopying Fees for Patient Records

State	Permissible Minimum Fee	Fee Per page	Maximum Fee.	Search fee	Response Deadline	Miscellaneous
FLORIDA	—	\$1.00 per page for first 25 pages, 25¢ for each page in excess of 25 pages	—	—	—	Reasonable actual costs of reproducing X-Rays and such other special kinds of records
GEORGIA	—	75¢ per page for the first 20 pages. 65¢ per page from page 21 to 100 and 50¢ thereafter	—	\$20.00	—	The actual posting cost can be charged. Certification fee for each record may be charged not to exceed \$7.50
HAWAII	—	Reasonable costs incurred by a health care provider in making copies of medical records	—	—	10 business days	—
IDAHO	—	—	—	—	—	—
ILLINOIS	—	93¢ per page for the first 25 pages. 62¢ per page from page 26 to 50 and 31¢ thereafter. Copies produced from microfilm \$1.55	—	—	—	Handling charge \$24.81 for processing the request. Electronic record 50% less charges as of paper
INDIANA	—	25¢ per page	—	\$15.00 labor charge in addition to the per page charge. If provider collects a labor charge then he may not charge for first ten (10) pages	If the person requests that the copies be provided within two working days, and the provider provides the copies within two working days, then the provider may collect a fee of \$10.00	Actual postage costs. Actual costs of reproducing X-Rays and such other special kinds of records
IOWA	—	—	—	—	—	—
KANSAS	—	50¢ per page for the first 250 pages and 35¢ for additional pages	—	\$15.00	30 days	Reasonable cost of duplications of health care record such as reproducing X-Rays and such other special kinds of records

## Photocopying Fees for Patient Records

State	Permissible Minimum Fee	Fee Per page	Maximum Fee.	Search fee	Response Deadline	Miscellaneous
KENTUCKY	—	First copy should be provided free of charge. A copying fee, not to exceed \$1.00 per page may be charged	—	—	—	—
LOUISIANA	—	\$1.00 per page for first 25 pages, 50¢ for pages 26 to 350 and 25¢ thereafter	—	Handling Charge not to exceed \$25.00. Handling charges of X-rays and microfilms should not exceed \$10.00	15 days	Actual mailing cost can be charged. Reasonable reproduction cost of X-Rays and microfilms can be charged; digital format record: cost not to exceed \$100 including postage & handling charges
MAINE	\$10.00	\$10.00 for first page and 35¢ for additional pages	—	—	—	The charge for the copies/report may not exceed the reasonable costs incurred by the health care practitioner
MARYLAND	—	50¢ per page	—	—	—	Documents preparation fee should not exceed \$15.00. Actual cost for postage and handling.
MASSACHUSETTS	—	25¢ per page	—	Clerical fee should not exceed \$20.00/per hour	—	actual cost for the copies of X-Rays and similar documents plus reasonable clerical fees not in excess of \$20.00/hour
MICHIGAN	\$20.00	Paper Copies: \$1.00 per page for first 20 pages, 50¢ for pages 21-50, and 20¢ thereafter	—	Actual costs incurred in retrieving medical records that are 7 years old or older and not maintained or accessible on-site	—	Actual copying cost for medium other than the paper. Actual postage or shipping costs
MINNESOTA	—	¢75 per page	—	10	—	The Actual cost of reproducing X-rays plus no more than \$10.00 for the time spent retrieving and copying the x-rays

# Photocopying Fees for Patient Records

State	Permissible Minimum Fee	Fee Per page	Maximum Fee.	Search fee	Response Deadline	Miscellaneous
MISSISSIPPI	\$20.00	\$20.00 for pages 1-20, \$1.00 per page for pages 21-80 and 50¢ thereafter	—	\$15.00 for retrieving medical records in archives at a location of the premises where the facility/office is located	—	10% of the total charge may be added for postage and handling. Actual cost of reproducing X-Rays or other special records
MISSOURI	\$19.31	\$19.31 in addition 46¢ per page	—	—	—	Reasonable cost of duplications of health care record material or information which cannot routinely be copied or duplicated. Postage, to include packaging and delivery cost
MONTANA	—	50¢ for each page	—	\$15.00 for searching and handling recorded health care information	—	—
NEBRASKA	—	50¢ for each page	—	\$20.00 handling fee	30 days	Reasonable cost of all duplications of medical records which cannot routinely be copied or duplicated. reasonable cost of labor and materials for furnishing a copy of an X-Ray or similar special medical record
NEVADA	—	60¢ per page	—	—	30 days	Actual cost of postage and reasonable cost for copies of X-Ray photographs and other records
NEW HAMPSHIRE	—	\$15.00 for the first 30 pages or 50¢ per page, whichever is greater	—	—	—	Reasonable cost for copying copies of filmed records such as radiograms, X-Rays, and sonograms
NEW JERSEY	\$10.00	\$1.00 per page or \$100.00 for entire record whichever is less. If record is less than 10 pages \$10.00 can be charged	\$100.00	Hospitals can charge \$10.00 as a search fee. Clinics can not charge search/service fee	30 days	Actual cost may be charged for copies of X-Rays and other documents which cannot be reproduced by ordinary photocopying machines

## Photocopying Fees for Patient Records

State	Permissible Minimum Fee	Fee Per page	Maximum Fee.	Search fee	Response Deadline	Miscellaneous
NEW MEXICO	—	\$15.00 for 1-15 pages and 10¢ thereafter	—	—	Timely manner	Actual cost may be charged for copies of X-Rays and other documents which cannot be reproduced by ordinary photocopying machines
NEW YORK	—	75¢ per page	—	—	10 days to allow the qualified person to inspect or retrieve record	Reasonable charge for diagnostic images, plus postage
NORTH CAROLINA	Health care provider may impose a minimum fee of up to \$10.00 inclusive of copying costs	75¢ per page for the first 25 pages, 50¢ per page for pages 26-100 and 25¢ for each page in excess of 100 pages	—	—	—	Reasonable fee may be charged to cover the costs incurred in searching, handling, copying, and mailing medical records
NORTH DAKOTA	—	\$20.00 for the pages 1-25 and 75¢ per pages thereafter	—	—	—	This charge includes any administration fee, retrieval fee, and postage expense
OHIO	—	\$1.00 per page for pages 1-10, 50¢ per page for pages 11-50 and 20¢ for pages thereafter	—	\$15.00	—	Actual cost can be charged for data recorded other than on paper. Actual cost of postage can be charged
OREGON	\$30.00	\$30.00 for 10 or fewer pages, 50¢ per page for pages 11-50 and 25¢ for each additional page	—	Actual costs of preparing an explanation or summary of protected health information, if requested by an individual or a personal representative of the individual	—	\$5.00 if the request for records is processed and the records are mailed by first class mail to the requester within 7 business days after the date of the request
OKLAHOMA	—	\$1.00 for the first page and 50¢ for each subsequent page	—	—	—	The cost of each X-Ray or other photograph or image shall not exceed \$5.00 or the actual cost of reproduction, whichever is less

## Photocopying Fees for Patient Records

State	Permissible Minimum Fee	Fee Per page	Maximum Fee.	Search fee	Response Deadline	Miscellaneous
PENNSYLVANIA	—	\$1.28 per page for pages 1-20, 95¢ for pages 21-60 and 32¢ for pages thereafter	—	\$19.00	—	Actual mailing or delivery cost
RHODE ISLAND	—	25¢ per page for first 100 pages and 10¢ thereafter	—	\$15.00	30 days after the receipt of signed authorization	Additional handling fee of \$10.00 may be charged if the records must be delivered within 48 hours of the request
SOUTH CAROLINA	—	65¢ per page for the first 30 pages and 50¢ cents per page for all other pages	—	clerical fee for searching and handling not to exceed \$15 per request	45 days	Actual cost of reproduction of an x-ray. As well as actual postage charges. Actual cost for reproducing X-Rays or other documents not reproducible by photocopy. Clerical service not to exceed \$15.00
SOUTH DAKOTA	—	Actual reproduction charges	—	—	—	Actual mailing expense
TENNESSEE	\$20.00	\$20.00 for first 40 pages or less in length and 25¢ per page for each page thereafter	—	—	—	Actual mailing cost
TEXAS	—	\$25 for the first 20 pages and 50¢ per page thereafter	—	—	15 business days	A physician may charge separate fees for medical and billing records. A reasonable fee for affidavit up to \$15 may be charged for execution of affidavit. Reasonable fee postage
UTAH	—	—	—	—	—	—
VERMONT	\$5.00	Flat fee of \$5.00 or no more than 50¢ per page	—	—	—	A reasonable cost-based fee for providing copies of X-Rays, films, models, disks, tapes, or other health care record information maintained in other formats

## Photocopying Fees for Patient Records

State	Permissible Minimum Fee	Fee Per page	Maximum Fee.	Search fee	Response Deadline	Miscellaneous
VIRGINIA	—	50¢ per page for the first 50 pages and 25¢ per page thereafter	—	—	15 days	\$1.00 per page for copies from microfilm or other micrographic process. All postage and shipping costs and a search and handling fee not to exceed \$10.00
WASHINGTON	—	96¢ per page for first 30 pages and 73¢ per page for all other pages	—	\$22.00 as clerical fee for searching and handling records	—	—
WEST VIRGINIA	—	75¢ per page	—	\$10.00	—	—
WISCONSIN	—	31¢ per page and \$5.25 per X-ray	—	—	—	Actual costs of postage or other means of delivering the requested duplicate records to the person requesting the records. Sales taxes, if applicable, also may be added to the fees charged under this subsection
WYOMING	—	Reasonable cost-based fee for copying medical record	—	—	30 days	Reasonable cost-based fee for copying X-Rays, fetal monitoring strips and other records not in standard paper form. The fee can include the cost of supplies and the labor for making copies

**Disclaimer:** The information contained in this spreadsheet is provided for general educational and informational purposes only and should not, under any circumstances, be construed as legal advice. MTBC makes no claims or warranties as to the accuracy, veracity or completeness of the information contained in this spreadsheet and assumes no liability arising therefrom. MTBC reserves the right to amend, supplement or delete the contents of this spreadsheet or stop publication thereof at any time and without notice.