

Medical Records Requests

Medical records requests for purposes other than:

- Continuity of Care with a referring provider or a provider to which our provider/s have referred.
- Requests by your insurance company or third party payer for the purpose of obtaining payment on account of the Physicians of The Liver Institute.
- Governmental agencies.
- Requests from another physician's office.

Will be charged according to the schedule determined by the Health and Safety Code, §241.154

- Basic Retrieval / Processing Fee:

Pages 1-10	\$35.00	(Flat Rate)
Pages 11-60	\$1.49	(Per Page)
Pages 61-400	\$.74	(Per Page)
Pages 401+	\$.39	(Per Page)

- The actual cost of mailing, shipping, or otherwise delivering the provided copies.

The Liver Institute will complete requests within 7-10 business days upon payment with record request form. Records will not be released unless payment is made in full. Payment is required prior to processing and/or delivering records to the appropriate party.

Patient Signature

Date

Print Patient Name

(Relationship if other than the patient)

Witness/Translator Signature

Print - Witness/Translator