

FEE SCHEDULE FOR RELEASE OF PERSONAL INFORMATION

At the Espanola Regional Hospital and Health Centre, we are committed to protecting the privacy and confidentiality of patient health information. Our policies and procedures comply with provincial legislation.

In accordance with Section 54 (10-11) of the Personal Health Information Protection Act (PHIPA). The Espanola Regional Hospital and Health Centre's fee schedule is based on a reasonable cost recovery fee for the access of Personal Health Information. These guidelines are defined in Order HO-009 by the Information Privacy Commissioner of Ontario and set out in a proposed regulation published by the Minister of Health and LTC 2006 (however, not adopted).

Patient health information that is patient or provider identifiable must only be used by authorized personnel on a need-to-know basis. Health information is only accessed or released for:

- **Direct care use**, when requested by a physician or health care facility responsible for direct care of the patient.
 - **Individual use**, when authorized by the patient or legal representative.
 - **Secondary use**, when requested by properly authorized persons or agencies for appropriate uses.
- Legal use**, when required by law.

PATIENTS/SOLICITORS/THIRD PARTY REQUESTS – patient written consent required

Chart access/photocopies (Includes 15-minute review and 20 pages of copies)	\$33.90
>20 Extra pages	\$33.90 + \$0.25/page
Information in electronic format (firestick)	\$33.90 + \$11.30 = \$45.20
>15-minute review of original records with supervision	\$33.90 + \$7.62 for every 15 minutes
Letters/confirmations/ basic information from record (proof of admission, discharge, tetanus, birth etc.)	\$11.30

Note: Patients looking for diagnostic images can sign up for online access to their medical imaging records through an application called pockethealth.com. We no longer provide CDs of films.

INSURANCE COMPANIES

Photocopies of records – written consent required (includes 20 pages of copies)	\$160.00
>20 Extra pages	\$160.00 + \$0.25/page

CHILDREN'S AID SOCIETY/KINA GBEZHGOMI

Photocopies of records – written consent required	\$40.00
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REGULATORY COLLEGES (NURSES/PHYSICIANS ETC)

Photocopies of records – no consent required	\$0.25 per page
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WSIB ONTARIO/ICES RESEARCH

Based on published rates – no consent required	See website's fee schedule (WSIB \$48.15)
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CRIMINAL INJURIES COMPENSATION BOARD

Photocopies of records – consent required	\$150.00
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POLICE/COURTS/JAIL

Photocopies with written consent or warrant	No charge
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HEALTH CARE PROVIDERS- within the circle of care

Requests from providers - no consent required.	No charge
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*Prices include GST