



# ORTHOPAEDIC AND SPINE INSTITUTE

## **Medical Form / Medical Record Request Policy**

The following fees have been designated by Orthopaedic & Spine Institute for completion of the following services to set a standard for obtaining payment for professional services related to completion of certain types of medical forms and/or medical records request:

▪ **Medical Records Request:**

1-20 pages: \$25.00 &

21 pages and above: \$.50 per page thereafter

▪ **Disability forms:**

\$40.00

▪ **FMLA forms:**

\$40.00

▪ **Affidavit:**

\$15.00

▪ **Curriculum Vitae:**

No Fee

▪ **Medical Narrative:** \$500.000 / Workers Comp \$150.00

**Procedure:**

All forms and medical record copies will be due to the requestor within 7 business days of the request. Check or credit card payment is required in advance made out to Orthopaedic & Spine Institute. If a patient requires the form to be completed prior to 7 business days, then a rush fee of \$15.00 will be added to the form charge.

SOI Management

09-28-10

