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Records Requests/Retrieval

Michigan Compiled Law (MCL) - Section 333.26269 allows providers to charge a retrieval fee for medical records sent to entities such as law offices, disability claims, and other organizations.

While medical records requests will be fulfilled, there is an allowable 7 business days to fulfill the request. Per Michigan statute. Please see table below for retrieval fees.

- An initial fee of \$20.00 per request for a copy of the record.
- Paper copies as follows:
 - One dollar per page for the first 20 pages.
 - Fifty cents per page for pages 21 through 50.
 - Twenty cents for pages 51 and over.
- If the medical record is in some form or medium other than paper, the actual cost of preparing a duplicate.
- Any postage or shipping costs incurred by the health care provider, health facility, or medical records company in providing the copies.
- Any actual costs incurred by the health care provider, health facility, or medical records company in retrieving medical records that are 7 years old or older and not maintained or accessible on-site.
- A health care provider, health facility, or medical records company may refuse to retrieve or copy all or part of a medical record for a patient or his or her authorized representative until the applicable fee is paid.

Should you require letters, disability documentation, pet companion (ESA) letters, or any other forms to be completed or filled out by your therapist, please note that there will be a charge of \$50 per hour for the time spent by your therapist in completing the requested documents.

If you have any questions, please reach out to our office staff at (810) 334-8895.

Respectfully,

Tim Aiello, MA, LPC, NCC, ADHD-CCSP
Clinical Director & Psychotherapist