



**HUNTSVILLE
HOSPITAL**



HealthPort®

(Provider of Release of Information Services for Huntsville Hospital)

ACKNOWLEDGEMENT OF MEDICAL RECORD REPRODUCTION FEES FOR PATIENTS

To ensure that your medical records are kept confidential and private, it is necessary for you to authorize release of your records and provide a copy of a picture ID (Driver’s License, Military or State/Government ID, Passport, work photo badge, non-driver identification card or other photo identification)

If medical records are needed for continuing care, there is no charge when records are *faxed* directly to your physician or the facility providing treatment. All other patient requests will typically result in fees for the patient.

Fees for Patient Request:

- **\$.20 per page for all pages**
- **U. S. Mail charges as applicable**
- **No charges to veterans or active duty military with military identification**
- **Methods of Payment Accepted – Debit, Credit, Check or Money Order
(Cash NOT accepted)**

Walk-in requests will generally be processed within 5-7 business days.

If your records are needed for treatment or for an appointment within the next 48-72 hours, your physician can request your records by fax when you arrive in his/her office for treatment. (Records can be faxed to the physician’s office at no charge to the patient.)

HealthPort, Inc. provides Release of Information services for Huntsville Hospital

By signing below, I acknowledge that I was informed of the fees required to obtain copies of my medical records.

Patient Name: _____

Patient Signature: _____
(Or signature of personal representative)

Date: _____

Patient’s Date of Birth: _____