



PHIA Fees for Access to Personal Health Information

(section 82 of the Personal Health Information Act (PHIA) & section 15 of the Personal Health Information Act Regulations)

A base charge of \$30.00 will be charged to all disclosure of health information requests.

- The \$30.00 base charge covers:**
- Receiving and clarifying the request.
 - Locating and retrieving the health record, including any record held electronically.
 - Providing an estimate of the access fee to the requester.
 - Examination of an original health record for no longer than 30 minutes by the patient/client.
 - Preparing the record for photocopying, printing, faxing, or scanning to email for no longer than 30 minutes.
 - Preparing a response letter to the requester.
 - The cost of mailing a record by regular mail to an address within Canada.
 - Review of a health record for no longer than 15 minutes by a Pictou County Health Authority employee to determine whether the record contains personal health information to which access may be refused under section 72(1) of the Personal Health Information Act.
 - Severing of the record if access to part of the record is refused under subsection 72(1) of the Personal Health Information Act.

When applicable, additional fees will be as follows:

Examination of original health records	\$6.00 for every 15 minutes after the first 30 minutes
Preparing a health record for photocopying, printing, faxing or scanning to email	\$12.00 for every 30 minutes after the first 30 minutes
Photocopies of a health record	\$0.20 per page
Faxing a health record	\$0.20 per page
Digital Image CD (Medical Imaging, Electronic Health Record)	\$10.00 per request
Producing a photograph from a negative or from a photograph stored in electronic form:	
4" x 6"	\$10.00 per print
5" x 7"	\$13.00 per print
8" x 10"	\$19.00 per print
11" x 14"	\$26.00 per print
18" x 20"	\$32.00 per print
Review of a health record longer than 15 minutes by PCHA staff to determine whether the record contains personal health information to which access may be refused under section 72 (1) of the Personal Health Information Act	\$ 25.00 for every 15 minutes after the first 15 minutes

When applicable, additional fees for Direct Costs will be as follows:

- Charges to retrieve a record from and return record to offsite storage, if an individual requests expedited access to a record for which additional retrieval cost are charged.
- Courier costs, if courier delivery is requested.
- The cost of mailing a record to an address outside of Canada.
- All taxes payable on the services provided.

A flat rate of \$10.00 will be charged for a computerized printout of a patient history.