



## PHIPA FEES

*The Blind River District Health Centre is permitted to charge certain fees in connection with responding to a Personal Health Information Request as indicated in the Public Hospitals Act, 1990, Reg. 965 subject to a “reasonable cost recovery”. In October 2010, the Information and Privacy Commissioner of Ontario issued Order HO-009 identifying the following schedule of fees as “reasonable cost recovery” for all hospitals:*

*Fees for access to personal health information records:*

***25.1 (1) For the purposes of subsection 54(11) of the Public Hospitals Act, the amount of the fee that may be charged to an individual shall not exceed \$30 for any or all of the following:***

1. Receipt and clarification, if necessary, of a request for a record.
2. Providing an estimate of the fee that will be payable under subsection 54(10) of the *Act* in connection with the request.
3. Locating and retrieving the record.
4. Review of the contents of the record for not more than 15 minutes by the health information custodian or an agent of the custodian to determine if the record contains personal health information to which access may be refused.
5. Preparation of a response letter to the individual.
6. Preparation of the record for photocopying, printing or electronic transmission.
7. Photocopying the record to a maximum of the first 20 pages or printing the record, if it is stored in electronic form, to a maximum of the first 20 pages, excluding the printing of photographs from photographs stored in electronic form.
8. Packaging of the photocopied or printed copy of the record for shipping or faxing.
9. If the record is stored in electronic form, electronically transmitting a copy of the electronic record instead of printing a copy of the record and shipping or faxing the printed copy.
10. The cost of faxing a copy of the record to a fax number in Ontario or mailing a copy of the record by ordinary mail to an address in Canada.
11. Supervising the individual’s examination of the original record for not more than 15 minutes.

***25.1 (2) In addition to the fee charged under subsection (1), fees for the services set out in Column 1 of Table 1 shall not, for the purposes of subsection 54 (11) of the Act, exceed amounts set out opposite the service in Column 2 of the following Table 1:***

**TABLE 1**

<b>ITEM</b>	<b>COLUMN 1</b>	<b>COLUMN 2</b>
1.	For making and providing photocopies or computer printouts of a record	25 cents for each page after the first 20 pages
2.	For making and providing a paper copy of a record from microfilm or microfiche	50 cents per page
3.	For making and providing a floppy disk or a compact disk containing a copy of a record stored in electronic form	\$ 10
4.	For making and providing a microfiche copy of a record stored on microfiche	50 cents per sheet
5.	For making and providing a copy of a microfilm of a record stored on microfilm that is,	
	i. 16 mm	\$ 25 per reel
	ii. 35 mm	\$ 32 per reel
6.	For printing a photograph from a negative or from a photograph stored in electronic form, per print,	
	i. measuring 4" X 5"	\$ 10
	ii. measuring 5" X 7"	\$ 13
	iii. measuring 8" X 10"	\$ 19
	iv. measuring 11" X 14"	\$ 26
	v. measuring 18" X 20"	\$ 32
7.	For making and providing a copy of a 34 mm slide	\$ 2
8.	For making and providing a copy of an audio cassette	\$ 5
9.	For making and providing a copy of a ¼", ½" or 8 mm video cassette,	
	i. that is one hour or less in length	\$ 20
	ii. that is more than one hour but not more than two hours in length	\$ 25
10.	For making and providing a copy of a ¾" video cassette,	
	i. that is not more than 30 minutes in length	\$ 18
	ii. that is more than 30 minutes but nor more than one hour in length	\$ 23
11.	For producing a record stored on medical film, including x-ray, CT and MRI films	\$ 5 per film
12.	For the review by a health information custodian or an agent of the custodian of the contents of a record to determine if the record contains personal health information to which access may be refused	\$45 for every 15 minutes after the first 15 minutes
13.	For supervising an individual's examination of original records	\$6.75 for every 15 minutes