

## Medical Record Request Information – Paper Delivery

**Penn State Hershey Medical Center and Penn State Hershey Medical Groups** has partnered with **HealthPort Technologies, LLC**, the nation's largest provider of release of medical information services, to process and fulfill your request for a copy of your medical record.

Due to procedural and regulated steps involved with the process of release of information, costs are associated with compiling medical records and, therefore, there could be a fee associated for requests for medical records. All fees are regulated by state and federal law.

**Please note:**

Any request to have a medical record forwarded directly to another Medical Provider is provided at **No Charge** to the patient.

**Please note:**

Patients receive pages 1 thru 5 at **No Charge**. State Regulated Fees are assessed from page 6 onward.\*

**Detail of State Rates:**

<b>Pages 6 - 20</b>	<b>\$1.44 per page</b>
<b>Pages 21- 60</b>	<b>\$1.06 per page</b>
<b>Pages 61 – end</b>	<b>\$0.35 per page</b>
<b>Microfilm/Microfiche</b>	<b>\$2.12 per page</b>
<b>Plus applicable postage &amp; tax</b>	

**HealthPort web address: [www.healthport.com](http://www.healthport.com)**

**HealthPort @ PSHMC 717-531-1635**

Please allow **7 -10 business days** for your medical record request to be processed.

\*The fee should be remitted to HealthPort Technologies, as directed on the HealthPort invoice you receive.

Payment can be accepted in the following forms:



Checks are also acceptable and should be made payable to HealthPort.

Patients may pay for their invoices online at:

[www.healthportpay.com](http://www.healthportpay.com).