

## **HEALTH CARE RECORD FAQ's**

On April 24, 2014, the law was changed to include any attorney appointed by the SPD as a "person authorized by the patient" for purposes of obtaining medical records. This change limits the fee a health care provider can charge the SPD for clients' health care records.

### **Does the client still need to sign an authorization form for the Public Defender's Office to request medical records on the client's behalf?**

Yes, the form is still located on the Intranet in the Forms/Documents Clearinghouse section. The form has been updated to reflect the statutory change.

### **How do I help make sure the SPD gets charged correctly for copies of health care records?**

Please include the "Medical Provider Letter" with any requests to providers other than the Department of Health Services (DHS) or the Department of Corrections (DOC). DHS will continue to charge the SPD the full rate for records. DOC has agreed to not charge us for copies of medical records. Fees for records in Chapter 51 cases are not affected by this new law.

Health care providers will continue to submit their invoices directly to the Fiscal Unit.

### **How many copies of medical records can I request?**

Please request only one copy of a client's medical records. Health care providers may charge 100 percent of applicable fees for providing a second or additional set of copies of patient health care records.

To avoid health care providers charging the SPD for second or additional sets of copies, please do not request the same information more than once. For example, if you have the client sign a release authorizing any and all records, please limit your request from the health care provider to the actual documents you need. If you use that release to request additional information, please make sure you are not requesting a record you have already received.

### **Who does a health provider contact if they have questions on the rate they may charge for medical record copies?**

Please have the provider contact the SPD Fiscal Unit at 608-267-1775.