

## FEES CHART

### To Process a Request for Personal Health Information

#### **PERSONAL HEALTH INFORMATION PRIVACY AND ACCESS ACT**

Actions Required to Process Requests	Qualifier	Fees Prescribed by the Act		Total
Search and Preparation	First 2 hours	Free		<b>Free</b>
	After first 2 hours	\$15 per 30 min	_____min	\$ _____
Copying	Able to be copied using a photocopier or printer	\$0.25 per page	_____ pages	\$ _____
	Not able to be copied using a photocopier or printer	Actual Cost Incurred		\$ _____
Computer Programming or Data Processing	Internal programming or Data processing	\$10 per 15 min	_____ min	\$ _____
	External programming or Data processing	Actual Cost Incurred		\$ _____
Mail and Courier Delivery	Regular Mail	No charge		Nil
	Courier Service	Actual Cost Incurred		\$ _____
Waiver of Fees	Discretionary*	Fees voluntarily removed by Custodian		<del>-\$</del> _____
			<b>TOTAL FEES</b>	\$ _____

*\* Custodians have the discretion to waive part or all of the fees depending on the circumstances such as when payment of fees would impose an unreasonable financial hardship on the individual.*

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