



RECORDS REQUEST/RETRIEVAL: Illinois law allows providers to charge a “reasonable fee” for the copying of medical records or for medical records sent to entities such as law offices, disability claims, medical offices/other providers, and other organizations. While medical records requests will be fulfilled, there is an allowable 14 business days to fulfill the request, per Illinois statute. Letters are only provided to clients who have been seen for 8 sessions or longer.

Please see table below for retrieval fees.

Requesting Party: Patient/Client

Retrieval Fee: \$20

Per Page Fee: \$0.75

Requesting Party: Social Security Disability

Retrieval Fee: \$20

Per Page Fee: \$0.00

Requesting Party: Workers Compensation

Retrieval Fee: \$20

Per Page Fee: \$0.75

Requesting Party: Other Organizations (Medical offices included)

Retrieval Fee: \$20

Per Page Fee: \$0.75