

MHIMA Copy Fee Practices Survey

1. Purpose of Survey

To assist MHIMA leadership in educating MN legislators who are pursuing a change to our Copy Fee statute, your input is needed to help us understand your ROI copying fees. We want to develop a base of information built on facts, not anecdotal comments and experiences.

Please take the time to complete this survey questionnaire by September 20, 2009. We anticipate it should take you no more than 30 minutes. If you need assistance from others in your organization, please seek that; however, the survey response should come through you as the Survey Contact.

Thank you.

Diane Larson, MA, RHIA, CHPS
Chair, MHIMA Copy Fee Bill Project Team

2. Facility Information

* 1. Please complete this information for the person answering this survey and for your facility.

Your name:	<input type="text"/>
Facility:	<input type="text"/>
Your title:	<input type="text"/>
Facility Address:	<input type="text"/>
City/Town:	<input type="text"/>
State:	<input type="text"/>
ZIP/Postal Code:	<input type="text"/>
Email Address:	<input type="text"/>
Phone Number:	<input type="text"/>

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* 2. Facility Type. Select only ONE that best describes your facility.

- Integrated Delivery System (hospital(s) with clinic(s))
- Integrated Delivery System (hospital(s) with LTC(s))
- Integrated Delivery System (hospital(s) with clinics(s) and LTC(s))
- Hospital Only 1-25 beds
- Hospital Only 26-100 beds
- Hospital Only 101-200 beds
- Hospital Only 201-400 beds
- Hospital Only 401+ beds
- Physician Clinic Only
- LTC Facility Only

* 3. Tell us what your health/medical record system is today.

- Paper based
- Electronic
- Hybrid

If electronic, please list the date you became electronic and your vendor(s). If hybrid, please describe what parts of the MR are electronic and what is paper, and when you expect to become electronic.

* 4. If you are an integrated delivery system (more than one hospital, clinic and/or long term care facility), is your copy function centralized for ROI?

- Yes
- No
- Does Not Apply

* 5. If you are an integrated delivery system, is there one centralized office for ROI?

- Yes
- No
- Does not apply

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* 6. Which best describes your copy service?

In-house

Copy Service

Both

Please explain/describe:

* 7. Do you routinely charge for blank pages? This could include back-sided copies or pages with just a signature line or a page paginated to flow in sequence with other MR forms?

Yes

No

If yes, explain your circumstances for providing blank pages

* 8. Do you charge for duplicate copies? For example: "Knowingly sending a copy of the same H&P as part of a clinic record and hospital record for the same release"

Yes

No

If YES, explain reason

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* 9. Do you provide MR copies on CDs for ROI?

Yes

No

If YES, how do you charge for the CD? Briefly describe the process used.

* 10. Do you encrypt and send records electronically via a secure website/server for ROI?

Yes

No

If YES, how do you charge for records sent electronically? Briefly describe the process used.

* 11. If you are currently using an EMR, have you noticed an increase in the number of pages copied for ROI since you transitioned to an EMR?

Yes

No

Does not apply

* 12. What is the largest amount of money charged by your facility for a single legal copy request during the past 12 months? (if using a copy service, please obtain amount from them.)

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* 13. Do you allow attorneys to review medical records electronically?

Yes

No

If YES, please describe process and how you charge for this.

* 14. What is the average number of pages sent in response to a single legal request for information?

* 15. What is an average charge for a legal copy request?

16. Additional comments or feedback: