

Form Completion: Basic Charges

FAMILY MEDICAL LEAVE ACT (FMLA) PAPERWORK: \$15.00
EACH INSTANCE (These forms are completed for medical leave from work.)

DISABILITY PAPERWORK: \$15.00 EACH INSTANCE
These forms include employer information requests, physician statements or disability insurance company requests. This does not include BUREAU OF DISABILITY forms.

ATTORNEY'S PAPERWORK: \$50.00 MINIMUM
Letter or reports sent on your behalf.

COPIES OF MEDICAL RECORDS: Copies are charged according to Ohio Law guidelines.

All fees must be paid when forms are submitted to the office. If forms are mailed or faxed to the office, you will be contacted for payment before forms are processed to arrange payment method. If you should have any questions, please speak to our medical records department.

Please note that forms are processed within 7 business days of receipt by our office.

RETURNED CHECK CHARGES

Due to current increases by our bank, a \$30.00 charge will be processed against your account for any returned checks. (NSF, ACCOUNT NOT FOUND, ACCOUNT CLOSED etc)