

NOTICE

RHODE ISLAND DEPARTMENT OF CORRECTIONS (RIDOC)

Pursuant to RIGL §42-35-3(a)(1) relating to Administrative Procedures, the RIDOC intends to adopt revised regulations on:

- Inmate Mail (Draft policy 24.01-6 DOC dated 01/10/10)
- Inmate Telephone Privileges/Monitoring (Draft Policy 24.02-4 DOC dated 10/29/09)
- Probation and Parole Management and Administration: Pre-Employment Background Investigations (Draft Policy 28.10-4 DOC dated 12/22/09)
- Confidentiality of Medical Information (Photocopying Excerpt ONLY) (Draft Policy 18.59-4 DOC dated 07-18-08)

Proposed regulations and fee schedules have been drafted by the RIDOC and will be subject to public hearing to be held in the Multi-Purpose Room, 16 Howard Avenue, Minimum Security, Cranston, Rhode Island on Wednesday, March 10, 2010 at 3:00 p.m. Copies of drafted regulations and fee schedules are available by contacting the RIDOC's Policy Unit, 1375 Pontiac Avenue (MAX Admin. Bldg.), Cranston, RI (401-462-3533). Interested persons may present their views orally at the hearing or in writing at or before the hearing.

Ashbel T. Wall II
Director
RI Department of Corrections

Photocopying Charges

1. Copies of medical records provided for continuity of patient care e.g., to physicians, hospitals, health/mental health centers, and other health service providers) shall be provided free of cost.
2. Consistent with the Rhode Island Department of Health (DOH) guidelines, (current as of this policy's effective date), inmates and authorized representatives will be charged for copies of inmate/patient medical records (in whole, or in part) as follows:
 - ~~1~~a. Reimbursement shall be twenty-five cents (\$0.25) per page for the first one hundred (100) pages.
 - ~~2~~b. After one hundred (100) pages, the fee shall be ten cents (\$0.10) per page.
 - ~~3~~c. Retrieval Fee - A fee of fifteen dollars (\$15.00) will be charged to attorneys and insurance agents for retrieval, regardless of the amount of time necessary to retrieve the record.
 - ~~4~~. ~~Special Handling Fee - A special handling fee of an additional ten dollars (\$10.00) may be charged if the records must be delivered to the inmate or authorized representative within forty-eight (48) hours of the request.~~
 - ~~5~~d. Social Security Administration - Requests for copies will be reimbursed to the RIDOC or its authorized agent for up to fifteen ~~dollars~~ (dollars (\$15.00) per request.
 - ~~6~~e. Subpoena Fee - The attorney requesting records through a subpoena shall reimburse the RIDOC or its authorized agent a fee of ~~twenty-five dollars (\$25.00)~~ fifteen dollars (15.00) plus twenty-five cents (\$0.25) per page for the first one hundred (100) pages. After one hundred (100) pages, the fee shall be ten cents (\$0.10) per page.
 - ~~7~~f. United States postage fees will be incurred by requestor on all requests.
 - ~~8~~g. Requests made by Rhode Island state agencies will be processed without incurring fees by the requestor.
 - ~~9~~h. Indigent Inmates - If an inmate has an insufficient balance, a charge will be placed against his/her account. Such a charge will result in a negative balance in the inmate's account.

When an inmate's account has a negative balance because of such photocopying charges, one-half of all future deposits will be used as an

18.59-4 DOC

Confidentiality of Medical Information

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offset to the charges until such time as the charges have been paid in full. There are no restrictions on the other half of deposits beyond normal restrictions.

Any remaining debt at the time of an inmate's release from institutional custody is considered a legal debt and is subject to civil remedy by the state.

NOTE: Unreasonable (i.e., voluminous and/or repeat) requests for photocopies from indigent inmates may be denied at the discretion of the Associate Director of Health Care Services (Corrections) and/or the Chief, Program Development (Medical Records Unit).

Public Notice

Public Hearing:

FEE SCHEDULE ONLY