

## Scale of Fees

### Duplicate Medical Records

Data Access Request under personal Data (Privacy) Ordinance

Paper-based Records		From 2026-01-01
■ <b>Processing Fee:</b> Inclusive of reproduction fee for the first 10 pages and postage	\$76 per request	\$100 per request
■ <b>Reproduction Fee:</b> For the 11 <sup>th</sup> pages and onwards	\$1 per page	\$1.5 per page
Non-paper-based Records		From 2026-01-01
■ <b>Processing Fee:</b> Inclusive of postage	\$76 per request	\$100 per request
■ <b>Reproduction Fee:</b> Diagnostic Images (e.g. X-ray Film, CT Scan Films, etc)	\$230 per disc	\$300 per disc

### Medical Report & Certificates

Medical Reports		From 2026-01-01
■ Medical Reports, Certificates, Completion of Insurance Claim Forms and Other Forms <sup>#</sup>	\$895 per report	\$1,100 per report
<sup>#</sup> Except for forms which prices are otherwise stated in HA Policies.		
Issuance of a Duplicate record, Certified Copy of a Record or Information Extracted from Record or Database held by HA		From 2026-01-01
■ Date of Admission & Discharge, Attendance Record, Reissuance of Medical Certificate, etc	\$230 per record	\$300 per record