Welcome!

Welcome to the June 2013 issue of our MHIMA member and corporate partner e-newsletter, Uplink. We hope you enjoy our newsletter!

Feeling creative? Looking for some CEUs? We are always looking for authors of articles of broad interest to our MHIMA membership: about 500 words, worth two (2) CE credits for your original work. There are lots of "hot topics" in today's world of healthcare, Privacy & Security, e-HIM, ICD-10, etc. If you're interested in authoring an article, please contact MHIMA's Executive Director.

Current and past issues of our e-newsletter are available under the UPLINK E-NEWSLETTERS button on our MHIMA website.

President's Message

Ranelle Bauer, RHIT, MHIMA President

Happy almost summer??!!

This is my last President’s message! It has been an amazing journey along the way. I am honored and fortunate that I got to serve as your 2012-2013 President. I have so many people to thank!

First, Gina Sanvik, you have been there for me from the beginning. You are such a great role model. You are such a polished speaker. I have much to learn from you!

Second, Sue Jensen, you are always there for any questions that I have. You are a wealth of knowledge. I am amazed by all of your knowledge on advocacy! I have learned so much from you and look forward to learning more.

Third, Stephanie Luthi-Terry, thank you for pushing me and encouraging
MHIMA Vision & Mission

**Vision:** The Minnesota Health Information Management Association, together with AHIMA, will set the standard and be the recognized leader in health information management practices, technology, education, research, and advocacy.

**Mission:** MHIMA is committed to the professional development of its members through education, networking, and life-long learning. These commitments promote high quality health information and benefit the public, health care providers, and other clinical data users.

MHIMA Member Spotlight

Greetings from the Marketing and Communications Committee!

It is our goal to highlight MHIMA members as a fun and interesting way to get to know our diverse and multi-talented group. Want to be in the

me to be actively involved with this great organization.

Lastly, the Board of Directors. I cannot thank you enough for the support this past year. This year went so fast!

I am looking forward to being involved in a different capacity this next year, as well as supporting the new board coming in!

Ranelle Bauer, RHIT

MHIMA Board Transition for 2013-2014

Your 2013-2014 incoming officers and board members will assume office July 1, 2013:

- **President-Elect:** Jean MacDonell, RHIA
- **Secretary:** Amanda Maas, RHIA, CHPS
- **Treasurer:** Katie Massen, RHIA
- **Delegate Director:** Madonna LeBlanc, MA, RHIA
- **Delegate Director:** Kristi Lundgren, RHIA

They join Danika Brinda, President, Ranelle Bauer, Past-President, and Sue Powell, 2nd Year Delegate Director in continuing to govern your organization.

MHIMA extends a final official thank you to Gina Sanvik as Past-President, and
spotlight? Know someone who should be? Please send names of individuals you would like to know more about, or volunteer yourself to "be in the spotlight" in our monthly e-newsletter.

Criteria for suggested individuals might be, but is certainly not limited to:

- New MHIMA member
- New to active involvement with MHIMA
- MHIMA member with an interesting or unique job

Forward your suggested name(s) to Jon Cloutier or Amanda Maas.

Congratulations to two MHIMA members on the 2013 AHIMA Ballot

Two MHIMA members are on the 2013 AHIMA ballot. MHIMA is proud to support both of our members and wish them luck on their elections!

Sue Powell, RHIA, MHIMA 2nd year Delegate Director, is running for Speaker-Elect of the AHIMA House of Delegates. This is a two-year position serving as the Speaker-elect and then Speaker of the House (and member of the Board of Directors). Nominees for the Speaker-Elect position are voted on only by the delegates. This election will occur in August. Congratulations, Sue and good luck!
Profile/Dues Renewal. Review all of the sections and update any old information.

In the section for Component State Association (CSA) Selections, may we ask that you check "YES" to select e-mails about products and services and "yes" to Postal Mailings. "CSA" stands for the state that you want to be associated with as an AHIMA member. MHIMA uses email as our primary method of communication, and occasionally land mail. If you check "no" in either of these options, you don't receive either type of communication from MHIMA.

Remind your colleagues to update their profile as well.

MHIMA Job Bank

Are you seeking a job? Are you an employer looking for a potential employee? Is your facility looking for someone with a skill set of MHIMA members?

Be sure to check out the MHIMA Job Bank Network on our website, which continues to be very popular. New positions are posted on a regular basis. On the Job Bank page, you'll find information about registering as a "job seeker" or as an "employer." Check us out often!

Job Seekers: There is no fee

MHIMA Member in the Spotlight

Stephanie Luthi-Terry, MA, RHIA, FAHIMA, is running for one of three open positions on the AHIMA Board of Directors. The AHIMA election begins September 3, and voting is open to all AHIMA members. All MHIMA members are encouraged to vote in this election. Congratulations, Stephanie on your nomination!

MHIMA Member in the Spotlight

Michael Crow
Employers: Job posting fees are very reasonable and position postings are open to everyone visiting our Job Bank as a job seeker. E-blasts of job announcements are available for purchase and reach a targeted audience of MHIMA members who receive emails.

Click here to visit the MHIMA Job Bank.

Stay Up-to-Date with MN e-Health

If you aren't receiving the weekly electronic MN e-Health Update newsletter, consider signing up for it. This publication, from the MN Department of Health, keeps you current with issues related to e-health, including HITECH, Meaningful Use, Privacy & Security and others. You'll also find links to e-Health resources available for your use. To subscribe, click here.

MHIMA Promotional Items

MHIMA has a limited supply of drink cups and travel mugs for sale. The cost is $11.00 each, including sales tax.

The MHIMA Member in the Spotlight for June is Michael Crow

Title: Coder/Billing Specialist

I work for Allina Health Reference Lab and have a variety of duties. I am responsible for coding all narrative diagnoses we receive with requisitions. I also assist our denials team with processing denials and solving coding related issues. I run and format reports for our error processing team as well as work billing errors (such as missing information, etc.) I also work with our clients via query letters and calls to resolve billing/coding issues. Finally, I at times work in the Lab when needed.

I have an associate's degree in Medical Technology (Medical Lab Tech). I obtained my CCA credential through AHIMA a year ago. I'm currently a student at Western Nebraska Community College (online) working to complete my RHIT degree, just need to find a place to do an internship to finish up. For work experience: I worked as a medical lab tech for about three years before transitioning to a role in the billing office. I've worked in billing for 10 years.

I enjoy the challenge that coding narratives can present. Coding narratives can seem very straightforward at times but they also present some unique challenges. The coder is working with less information so it is very important to develop a good feel for deciding if you have enough documentation to code the narrative or not. Also, writing a query letter that communicates your questions without leading or being suggestive of what you think the answer is can be an art form.

I think MHIMA offers great networking opportunities and as someone new to coding, this is very important. MHIMA also offers educational support.

Outside of work I like to read books, play disc golf, go fishing and lift weights.

I'm the only certified coder in my department, so I'm the resource person for coding related questions. I always enjoy being helpful and being able to contribute as much as I can to my department.

Personally, I've been married for almost seven years to my wife Kim and we have a five year old daughter (Izzy). We live in Hutchinson with our two cats and we enjoy getting outdoors and going on mini-vacations around the Upper Midwest.
As I approach my final semester of my undergraduate degree, I am eager to begin my career as a health information management (HIM) professional. Throughout my education I have been exposed to the rapid changes that are occurring in the field currently and I am enthusiastic for my chance to promote innovations and evolutions throughout my career.

Following graduation, I intend to pursue my passion towards ensuring hospitals' usage of electronic health records (EHRs) to achieve meaningful use and quality reporting as well as health information exchange (HIE). Beyond just the implementations of these new initiatives, I also intend to educate my staff and the organization as a whole of the overall benefits of the changes and our profession's contributions throughout the process which I hope will enhance understanding of the role HIM plays in a facility.

Additionally, I hope to make progress in the field regarding data collection, utilization, and analysis regulations and standards. I fully intend to make significant contributions to all aspects of not only these aspects of HIM but all future initiatives as well.

Another aspect of HIM I am zealous towards is advocacy in all aspects of the profession including enhancing the image of HIM professionals.
and associations as well as promoting change within legislation as I have with virtual Hill Day and my attendance at Hill Day this March.

After gaining a few years experience in the field, I am committed to returning to school for my Master’s dual degree in HIM and IT leadership which I feel will enhance my abilities to drive this profession to the next level. After completing this level of education, I anticipate becoming an educator in order to give back and help with the fundamental development of the generation of HIM professionals.

Following my Master’s, I then intend to return for my Doctoral degree with a focus on research in some regards. I am a true believer that information is knowledge and enhancing the profession requires use of that knowledge which comes from research. As the future begins to emphasize quality data collection and reporting, the ability to analyze the data will greatly improve and that in turn will lead to enhanced patient care which is essentially the goal of any health care profession.

I believe the key to being successful in this career is to be proactive and never stop setting goals, imaging solutions, gaining education, enhancing understanding or applying knowledge in any of the diverse settings I will pursue throughout my career.

Scholarship Essay - Darce Roeschlein- The College of St. Scholastica

$1000 Scholarship - RHIA and CIS Category

"How I Will Use This Degree to Advance the HIM Profession"
Growing up on a farm, my dream was to become a large-animal veterinarian. I spent countless hours bouncing alongside dad, thinking I was helping him so much! When the vet visited our farm, he referred to me as ‘his little shadow.’ My dream of pursuing a career as a large-animal veterinarian persisted on, until my junior year of high school, when I had to make my final decision; where I wanted to continue my education and what I wanted to study. During my junior year, I was exposed to various areas of the medical field through a class called Medical Careers. I learned my forte was not working one-on-one with patients, but I discovered the Health Information Department, the career that is most often overlooked and rather invisible.

I have a passion for animals, and taking a sudden turn in career paths, I have encountered some highs and lows. While filling out my application to The College of St. Scholastica, receiving acceptance to the school, and eventually the Health Information Management program, I realized a degree in Health Information Management provides numerous career paths; the horizon is vast! I recognized that a degree in Health Information Management would not only provide me with the professional knowledge to achieve management responsibility for health records and health information systems in a hospital, but rather a variety of health related settings; including animal hospitals.

This past December and January, I had the opportunity to travel to India for two weeks. On the way to India, I spent three days in Paris, France. This trip was one of the best experiences of my life. It takes physically entering a country to, really, experience their culture; no pictures, videos, or words can do justice. Each country, the United States of America, France, and India, are all at different stages of ‘life.’ The United States and France are similar, but the United States and India are vastly different; I came to the realization that India has a better handle on healthcare than the United States. The most shocking was: 1.) The nursing home I visited has had electronic medical records since 1992 and 2.) The family will care for a sick patient at home, only
seeking medical care for medication or tests. Returning home, to the
United States, I appreciate the resources I have, but I cringe at how our
resources are used; resources are only as smart as the user. February
1, 2013 I will board a plane to Ireland, where I will spend three months,
and I cannot wait to uncover the medical differences there.

Growing up on a farm, being the ‘baby of the family’, and international
travels have shaped me into the person I am today and will be in the
future. The HIM profession is part of the puzzle that will advance the
U.S. healthcare system. With a persevering personality, a girl who sets
high goals for myself, and pushes myself to go above and beyond, I am
certain that I can be an important part of the puzzle. I am excited to
have the opportunity to share my experiences and add my
characteristics to the HIM profession.

Scholarship Essay - Jody Trisko - Rasmussen College

$750 Scholarship - RHIT Category

"How I Will Use This Degree to Advance the HIM Profession"

There is no greater reward than having a career you love. Healthcare is
that career for me. Though I am not directly involved in patient care, I
still make a difference in the lives of patients by ensuring the
completeness and accuracy of their medical records and by appropriately coding their encounters. The importance of complete and accurate medical documentation cannot be overstated, especially with the United States soon transitioning to ICD-10. I see wonderful opportunities as well as significant challenges as we continue to plan for this monumental change.

From my first job as a medical transcriptionist to my most recent position as a coding specialist, I have witnessed numerous advancements in the healthcare field including electronic claim submission, the advent of speech recognition software, and the recent implementation of electronic health records (EHRs). Embracing these inevitable changes is what keeps me excited about working in this field.

Completing the Health Information Technician (HIT) program and earning the Registered Health Information Technician (RHIT) credential will open many new doors for me. I have several plans for optimizing this degree both for the advancement of the field as well as for my own professional development.

First, I will strengthen the relationships between providers, compliance officers, and coders. Special software now allows providers to enter many of their own charges with coders then having responsibility for auditing them. I will create a team of educators from coding and compliance that will also include a group of “physician champions” who can help train other providers and answer questions about documenting exactly what was performed and selecting the correct E/M or other procedure code to accurately describe the encounter.

Next, I will partner with the Health Information Management (HIM) Department to ensure timely record review and chart analysis, making sure there remains a viable system in place for handling delinquent records. While EHRs have significantly improved timeliness of documentation and are dramatically improving patient care, there
remain several issues surrounding their use. Options like drop-down menus may allow for selection of an incorrect “canned” phrase. With this shift from paper records, providers are still learning the new ways of creating and deleting entries as well as generating addendums. It takes time to master any new skill and technology is no different.

Finally, I would like to become more involved with the progression of Regional Health Information Organizations (RHIOs) and Health Information Exchange (HIE). With continued technological advancements in EHRs, a patient’s healthcare data should be available at the point-of-care wherever he/she was seen. I would partner with Information Technology (IT), compliance, HIM, and other stakeholders to define and outline a process for the secure sharing of protected health information.

No matter where this degree might eventually lead, I will forever be grateful to be able to continue in a career that brings me such joy and satisfaction.

Scholarship Essay - Lisa Lockhart- St. Paul College

$500 Scholarship - RHIT Category

"How I Will Use This Degree to Advance the HIM Profession"

With my degree in Health Information Technology (HIT), I will advance the HIM profession through the use of knowledge, skills, and
experience. These important tools, obtained through the pursuit of my HIT degree, will enable me to become a valuable member of the HIM profession. Having specific skills and hands on experience in the HIM field are important aspects in the preparation for a career in HIM, but the knowledge of the vital topics concerning HIM is the foundation for that preparation.

Two of the vital topics concerning HIM today are compliance and privacy. By using the knowledge of these issues, I will be able to participate in all aspects of compliance and privacy as they relate to healthcare facilities and their patients. Some of the most important compliance issues for healthcare organizations include Medicare guidelines, health department regulations, and The Joint Commission accreditation standards. I will keep apprised of all of the new and updated compliance issues to ensure that they are adhered to. The major privacy issue concerning healthcare organizations today, and in the future, is the Health Insurance Portability and Accountability Act (HIPAA). The privacy and security of a patient’s information is a priority. I will be diligent in my efforts to maintain that privacy at all times. With the secured knowledge of these and other important HIM topics, I can confidently use the skills specific to HIM that I have acquired.

These specific skills include proficiency in coding, the electronic health record, billing, and reimbursement. By learning CPT-4, ICD-9, and ICD-10 coding, I can help to move a healthcare organization from the past and into the future. This also holds true for the electronic health record. While a lot of organizations have made the transition from paper to the electronic health record, there are still many organizations that need assistance with that transition. I would use my skills and understanding of the electronic health record to assist with that transition. Billing and reimbursement are also important to the future of any healthcare organization. With the billing and reimbursement abilities that I have acquired, I can help a healthcare organization keep up with
latest Medicare and third party insurance changes. In addition to the skills obtained through my HIT degree, I will have gained hands on experience as well.

The hands on experience gained through a healthcare internship will benefit my future work in HIM. I will use the experience to enhance my work in all areas of the health information office. This would include responsibilities dealing with the release of patient information, coding, billing, and reimbursement. I will be an asset to an employer looking for someone with experience in those areas. This experience will be an important complement to my knowledge and skills in HIT.

With the foundation of knowledge, the specific skills required, and the valuable hands on experience in place, I will be able to advance the HIM profession. As I go forward, these abilities will continue to strengthen. Thus, my value as a member of the HIM profession will continue to grow into the future.
from paper files to electronic was a smooth and painless process and I would like to bring some of what I learned being involved in that process to the HIM profession. Now having electronic files, we save the company a lot of money and don't have files piled up sky high at our desks.

I believe that going paperless is a great benefit to the company and its employees. It helps the company save money and in some cases the employees may see that benefit on their yearly raises. This change will also eliminate the storage of paper files/records, therefore making more room for employees or other items besides storage cabinets. Another way that the employees can benefit from having all electronic files is that they may be able to work from home, therefore, saving money on gas and even food. The company would also have us to their printers less which means saving money on repairs and may delay having to buy new machines. Electronic files/records are going to be the wave of the future and save a lot of money and time for both the company and the employee.

Change is a great thing and helps develop the future and keep people up with what is going on in the world today. Changing from paper medical records/files may be hard for some people but it is the future and we have to adapt and accept change. Me, personally, I love change and adapt well to it. Being part of this electronic file pilot was one of the best things that my company could have asked me to do. I am now in the process of being able to work from home and working from home is going to save on gas, car wear, and food. I can cook at home instead of spending money at the cafeteria. In the end, paperless records/files are a great thing and I want to help people understand that it's a good thing. And try to aid in letting people know that change is good and we need to move forward.

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Health Information careers are constantly changing. With advances in technology, there will always be opportunities for growth in any career in HIM. I currently hold a CPC certification with the American Academy of Professional Coders. I am currently the supervisor of the Coding and HIM department at a large organization. I have returned to school to obtain my degree in Health Information Technology. I am amazed at how much more there is to Health Information beyond coding! Our facility is transitioning to a new electronic record. I feel fortunate to be advancing my career at this time because of the great opportunity I have with this transition. I have been able to view firsthand exactly how much effort, time, resources, and true collaboration of each and every department are involved in this task. I have taken a variety of courses within the last year that have been a tremendous resource to me. There are several benefits of a shared electronic medical record and my education has allowed me to express the advantages with others. I feel that furthering my education will allow me to participate fully and provide me with the confidence as our organization continues to transition to a new EMR.

My education will also allow me to work with others to successfully implement ICD-10. We are currently creating an education plan for our providers. Our goal is to slowly transition and educate the providers well.
before October 1st, 2014. This degree will provide me with the tools to be an educator, a resource for other departments, and a leader within my organization. ICD-10 will affect everyone including providers, coders, HIM staff, insurance companies, and even at the patient level. I intend to play a major role in this transition as it is expected that again Health Information employees will be highly involved in this implementation.

I have elaborated on the great importance of HIM staff. However, many people do not even know or understand what Health Information professionals do. I want to share with others who do not understand who we are or what we do. My goal is to become increasingly involved with chapter meetings, and ultimately at the state level. I want others to know how important we are to a healthcare organization. I would like to engage others within the HIM world and share my excitement of this career with them. Too often people get in the habit of just coming to work, doing their job, and collecting their paycheck. I want to remind people that what we do is tremendously important. Whether you are analyzing a record, releasing health information, or coding an encounter, your job is vital. Even though we may not frequently interact with patients, we still play a significant role with the patient experience. Often we forget this and need to be reminded how imperative we are. There will always be more to learn in this constantly changing career. I am excited to further my education and share my excitement of Health Information with others.
St. Scholastica

$1500 Scholarship - Master's Program

"How I Will Use a Master's Degree to Advance the HIM Profession"

I have been involved in numerous projects related to electronic health records at a variety of healthcare organizations, and each project has had its similarities, but also had its differences. As time goes on, projects change due to lessons learned, and increasing technological and regulatory requirements. As a Health Information Professional, I feel that it is extremely important to continue to stay educated on advancing technology, new regulatory requirements, and the understanding of how data is built and stored within an electronic health record. Health Information Professionals are still the keeper of the record no matter what format it is in, or what position we hold. We need to know who, how, and where data is being entered and stored, as well as assuring patients that their medical record is safe and secure. For this reason I felt it was important to continue my education path and pursue a Master's Degree in Health Information Management. With my Master's degree I know I can advance the HIM Profession by being a valuable team member in all projects showing others the benefits of a Health Information Professional's knowledge base, and proving to administration that Health Information Professionals need to be at the table when decisions are made.

I will also advance the HIM Profession by empowering others through sharing knowledge and passion of the profession, being a mentor, and being involved on a National and State level. As a manager, I have been able to share my knowledge with staff by thinking of new ways to process data, and empower staff to use their technological skills to complete tasks. This not empowers the employee to improve their skill set, but also shows that HIM Professionals have the ability to change as healthcare changes.
As a volunteer on the Minnesota Health Information Management Association, I have had the opportunity to meet many peers, and help plan a variety of educational programs. As I have been working through my Master's classes, I have already given back to the association by being able to share knowledge with other peers, as well as provide suggestions for educational opportunities. Increased knowledge sharing and educational opportunities helps all HIM Professionals show the benefits of HIM in their workplace as well as to consumers of healthcare.

I look forward to the exciting future of the Health Information Profession, and know that my contributions and further education will help keep the HIM profession moving forward.

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**It’s Here ... the 2013 MHIMA Legal Reference Manual!**

The 2013 electronic MHIMA Legal Reference Manual is now available for purchase. There are many changes with the 2013 revision, most notable the format. The manual will no longer be purchasable on CD. Instead we are going live with an electronic subscription. There are also a variety of content changes including the consolidation of information as well as the addition of new information including:

- Chapters 1: *Health Care Records* and 2: *Retention* have been consolidated and are together Chapter 1: *Legal Health Record*.
- The section titled *ARRA* is now Chapter 2 with added information about the HITECH Act.
- Chapter 4: *Legal Proceedings* has new information regarding criminal
The Legal Reference Manual Committee held an educational session at the annual meeting on Thursday, April 25th titled “Add Value to Your Organization: 2013 MHIMA Electronic Subscription Legal Reference Manual”. The committee was also available at the MHIMA Booth to answer questions and demonstrate the manual. Demonstrations will also be held at the Rural Health Conference and Minnesota e-Health Summit in June.

There is a new webpage for the Legal Reference Manual on MHIMA’s website. From the main page click the Legal Manual button in the left column. There is a list of pricing options and frequently asked questions for your convenience, as well as the link for ordering the manual. Here is the link:


The Legal Manual Committee is Looking for HIM Professionals in Non-Traditional HIM Roles

Indian Health Services, Dentistry, Chiropractics, Veterans Administration, Public Health, Optometry, Podiatry, etc ...
Do you or someone you know work in a non-traditional HIM setting? If you answered “yes”, then MHIMA needs your help.

The Legal Reference Manual Committee is searching for experts in non-traditional HIM roles to help author a new chapter in the MHIMA Legal Reference Manual for “Non-Traditional HIM”.

The list above covers a few areas we’ve brainstormed for this chapter but there could be more! This does not include Hospitals, Ambulatory Care, Home Health, Hospice, Long Term Care, or Behavior Health since there are already specific chapters covering these areas of practice in the Legal Reference Manual.

For questions or to sign up to help, please contact Linnea Hansen at linnea.hansen@allina.com or Andrea Heikkinen at andrea.heikkinen@yahoo.com.

MHIMA Is on Facebook!

Please check out the new MHIMA page on Facebook! To find the MHIMA page, search for MN Health Information Management. Click “Like” to start receiving our MHIMA page updates!

We are looking to use this tool as another way to communicate to our members. So far, the following items have been added to the page:
The Marketing & Communications Committee is continuously adding new information to the page and we are always looking for ideas. If you have any suggestions regarding the Facebook page, please email marketing-communications@mnhima.org or send us a message using Facebook!

Sincerely,
Amanda Maas, RHIA, CHPS
Marketing & Communications Committee Co-Chair

AHIMA Releases ROI Toolkit

AHIMA recently released the 2013 ROI Toolkit: A Practical Guide for the Access, Use, and Disclosure of Protected Health Information.

This invaluable guide will assist HIM professionals in all health care settings. To access the guide, click the link below. You will need your AHIMA User ID and Password to access the guide.

http://library.ahima.org/xpedio/groups/secure/documents/ahima/bok1_050184.pdf

Coming Soon: ICD-10-PCS Flashcards Go Mobile
A mobile version of AHIMA's educational ICD-10-PCS Flashcards will be available soon for Apple devices and the Android phone, demonstrating the power of technology to transform learning, energize coding communities, and inspire innovative learning and thinking. The first step in mastering ICD-10-PCS is to become familiar with the terminology, structure, and format of the new code set. The app covers 31 medical and surgical root operations and the seven approaches, along with 16 cards that illustrate the character values of each of the ICD-10-PCS sections, and will allow coding professionals to master ICD-10-PCS principles directly from an Android phone, Apple iPhone, iPad, or iPod Touch.

Updated Maximum Charges for Patient Records - 2013

The Minnesota Department of Health has published the Maximum Charges for Patient Records February 2013, confirming the annual determination of maximum charges for patient records. When section 144.292 of the Minnesota Statutes applies, the maximum charges for 2013 are $1.30 per page for copy charges and $17.21 for retrieval fees. Pursuant to statute, these limits do not apply to x-rays. The provider may charge a patient no more than the actual cost of reproducing x-rays, plus no more than $10 for the time spent retrieving and copying the x-rays.

You can obtain a copy of the February 2013 document by clicking here.