



Form Completion Information

MediCopy is a health information management company that has partnered with your healthcare facility to provide accurate and timely delivery of your Disability/FMLA forms.

Here's What to Expect:

- 1) Deliver your form(s) to your healthcare facility. Your form(s) will then be sent to MediCopy for completion.** Please allow one business day before calling to make payment or check status.
- 2) Forms are \$30 for the first form and \$15 for each additional form turned in at the same time. MediCopy will send an invoice, forms cannot be completed prior to payment.** Please provide an email address if available as this will expedite the process.
- 3) Once payment is received, MediCopy will complete your form(s) within three business days and sent to the requesting party.** Forms will be completed based on information in your chart.

If you have any questions, please contact MediCopy

 **online chat: MediCopy.net**
 **toll-free phone: 866.587.6274**

MediCopy is fully HIPAA compliant and adheres to all state and federal regulations regarding your protected health information.