



ApexMed Primary Care Shavano – Medical Paperwork Fee Schedule

Service / Form Type	Description	Standard Turnaround Time	Fee
Disability Forms	Completion of short-term or long-term disability forms	7–10 business days	\$25
FMLA Forms	Family and Medical Leave Act paperwork for patient or family member	7–10 business days	\$25
Insurance Forms	Forms requiring provider verification, signatures, or clinical data	5–7 business days	\$25
Medical Records Copy	Printed or digital copy of medical chart (first 10 pages included)	7 business days	\$25 \$0.50 per page after 24 pages
Work/School Physical Forms	Form completion based on recent exam	3–5 business days	\$10
Detailed Medical Letters	Custom letters (e.g., medical necessity, restrictions, accommodations)	7–10 business days	\$25
Immunization / Vaccine Record	Copy or certification of vaccine record	3–5 business days	\$10
Legal / Attorney Requests	Records or letters requested by legal representatives	10–14 business days	\$50–\$100 depending on complexity
Expedited Requests	Any form requested with less than 48-hour turnaround	—	Additional \$25 rush