



Dr. Michael Coughlin

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Notice of Practice Closure

July 2022

Dear Patients:

As your Thoracic Surgeon, I appreciate the trust you have shown me for the past years, and for allowing me to provide you with your specialized medical needs. At this time, it is with mixed emotions that I am writing to announce the closure of my office.

My last day for seeing patients is July 29, 2022.

Finding a New Doctor

You will need to return to your Family Doctor in order to be referred to a new Thoracic Surgeon.

Your Medical Record

I must store all patient records for a period of 10 years, after your last visit with me, at which point they will be shredded.

I have selected RSRS to safely and securely store all patient records from my practice on my behalf. If you wish to obtain a *certified copy* of your medical record for yourself and/or a new doctor, you must personally make arrangements through RSRS at:

www.recordsolutions.ca/DrCoughlin

or call RSRS at

1-888-563-3732, Ext. 1

(Note: there is an administrative fee for the transfer of medical records, but it is not prohibitive)

Making the decision to leave my practice has not been easy. I have valued the trusted relationships we have developed, and I truly appreciate the opportunity to have helped manage your healthcare needs.

It has been a pleasure serving you. I wish you and your family the best of health for the future.

Yours truly,

Michael Coughlin, M.D.

*RSRS is a physician-managed medical records storage facility. They are fully compliant with the guidelines set by the College of Physicians and Surgeons of Ontario and the relevant privacy regulations.