



Dr. Marquis Family Medical Practice

406-2155 10th Ave, Phoenix Medical Building | Prince George, BC | V2M 5J6

Notice of Practice Closure

Dear Patient & Family:

I am writing to share that I will be retiring from my Family Medical Practice. **Our last day of patient care is June 30, 2026.** I am sincerely thankful to you, my patients, for trusting me with your care over the past 37 years. It has truly been an honour and a privilege to be your family doctor and I am incredibly grateful for the opportunity to care for you and your families through so many important moments in your lives.

Finding a New Doctor

I am currently in the process of trying to recruit another doctor to take over my practice to ensure your continuous healthcare. I understand that you may prefer to see another doctor of your choosing and I encourage you to be proactive in your healthcare management. Your medical record plays a big role in this (see below). Here are some suggestions for ongoing care:

1. Ask family and friends if they can try to get you in with their doctor.
2. Speak to your local pharmacist who may be aware of new physicians in your area.
3. If you have not yet done so, please register with HealthLink BC. This can be done by using this link: <https://www.healthlinkbc.ca/> or call 8-1-1 (7-1-1 for hearing impaired) if you cannot access a computer
4. Be in contact with **RSRS***. They often have access to additional resources which we don't have.

If you have an urgent medical matter in the absence of a doctor, please proceed to the nearest emergency room.

Your Medical Record

I am required by the College of Physicians and Surgeons to store all original patient records for a period before they can be destroyed. *Your medical record does not automatically follow you when you leave a medical practice, unless you arrange for it.* I have selected RSRS, a physician-managed company, to safely and securely store all patient records from my practice, and to assist you in obtaining a certified and searchable copy for yourself and/or your new physician.

I encourage you to obtain a certified copy of your personal medical history. It is a very important file for your continued care and should be accessible at all times, *especially in the absence of a new doctor or if you move or change to another family physician.* I have included an infographic illustrating 10 reasons why getting your record is so valuable.

Please contact RSRS at your first opportunity for help with next steps in your care and your medical record following our closure. My office will NOT be involved in the record transfer process. It is possible that RSRS may contact you as well, to ensure that all my active patients have been properly notified.

www.recordsolutions.ca/DrEMarquis

Phone: 1-888-563-3732

Fax: 1-877-398-5932

Email: info@rsrs.com

(Please note: You can arrange for a copy of your medical record immediately, however unless it is an emergency, the actual delivery of your requested medical record will take place only after my practice closes. There is a fee for the copy/transfer of your medical record in accordance with guidelines but the fee is not prohibitive.)

Thank you again for your understanding and trust over the years. Laurie and I send our very best wishes to you and your loved ones for health and happiness in the years ahead.

Warm Regards,

Dr. Edward J. Marquis 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 British Columbia and the relevant privacy regulations.