



Dr. Guy Mongeon

430 Notre Dame Avenue | Sudbury, ON | P3C 5K7

Notice of Practice Closure

Dear Patients:

I am writing to share that I will be closing my Family Medical Practice. **My last day of patient care will be December 18, 2026.** I am sincerely thankful to you, my patients, for trusting me with your care over the years. It has truly been an honour and a privilege to be your family doctor.

Finding a New Doctor

While I was unable to arrange for another physician to take over the practice, I want to support you any way I can so that you have ongoing care as required. *Please note that since there is no MD to replace me, you can no longer attend the FHO walk-in clinic after my closure.* I advise that you obtain a copy of your own medical record copy (see below). Additionally, I'd like to offer the following possible resources for ongoing care:

1. Ask family and friends if they can get you in with their doctor.
2. Speak to your local pharmacist who may be aware of new physicians in your area.
3. Call "Health Care Connect" at 1-800-445-1822 or register online at <https://www.ontario.ca/page/find-family-doctor-or-nurse-practitioner>
4. Contact **RSRS** (see below). They have various resources that can assist you while you are searching for a new doctor.

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. I have selected **RSRS**, a physician-managed company, to safely and securely store all patient records from my practice and to assist you as well.

*Your medical record does not automatically follow you when you lose your doctor... unless you arrange for it. **RSRS will assist you in obtaining a certified copy of your record for your continued care.** I encourage you to obtain your medical record both for yourself and for your new doctor as it is your health fingerprint and is a very important file for safe continued care. It should always be accessible, even and especially in the absence of a new doctor.* Once you find a new doctor you can share a copy of your own personal copy. I have included an infographic illustration which explains the reasons the medical record is so important.

Note: My office will NOT be involved in the record transfer process. This will only be done through RSRS. In the days leading up to the closure of my practice, a representative from RSRS may contact you to ensure that all of our active patients have been properly notified of the closure, and to provide you with assistance with the next steps in your care and your medical records. You can also contact RSRS at any time in one of the following ways:

www.recordsolutions.ca/DrGMongeon

Tel: 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 our practice closes to ensure that your information is as current as possible. There is a fee for the copy/transfer of your medical record in accordance with guidelines, but the fee is not prohibitive.)

I want to express my deepest gratitude for the trust you have placed in me over the years. It has truly been a privilege to be part of your lives and your care. I wish each and every one of you continued health, happiness, and well-being in the years ahead.

Sincerely,

Dr. Guy Mongeon

*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.