



Dr. Stephen Hinton

791 Princess Street, Suite 201 | Kingston, ON | K7L 1E9

Notice of Practice Closure

Dear Patients:

It is with mixed emotions that I announce my retirement from family practice. **My last day in office will be May 12, 2023.** It has been a privilege to have been part of your lives. I will surely miss each one of you and miss your kindness and encouragement.

Finding a New Doctor

Unfortunately, I have been unsuccessful in recruiting a suitable physician to take over my practice. I recognize that changing physicians may be stressful, but I encourage you to seek continuity of care with the following suggestions to find a new doctor for yourself:

1. Ask members of your family or friends to ask their doctors if they would take you in.
2. Call "Health Care Connect" at 1-800-445-1822 or online at <https://www.ontario.ca/page/find-family-doctor-or-nurse-practitioner>
3. Contact RSRS (see below). They often are aware of physicians accepting new patients.

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

Your Medical Record

The College of Physicians & Surgeons requires me to store all original patient record(s) 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. RSRS will also assist you in **obtaining a certified copy of your medical file for yourself and/or your new physician**. Requests for your records by a new physician's office can be faxed in to RSRS at 1-877-398-5932 or emailed to info@rsrs.com

As a last piece of medical advice, **I encourage each of you to arrange for the transfer of your record as it is a very important file for your continued care and should be accessible at all times**, even (and especially) in the absence of a new doctor. (I have included an infographic illustrating 10 reasons why). While there is a fee for the copy/transfer of medical records, it is not prohibitive. Please do not delay in making arrangements by contacting RSRS today at:

www.recordsolutions.ca/DrHinton

Tel: 1-888-563-3732, Ext. 1

Fax: 1-877-398-5932

Email: info@rsrs.com

I have enjoyed working with you to assist you with your health care needs. I wish you well and good health for the future.

Warmest regards,

Stephen Hinton, 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.