



Dr. Joseph D'Costa
3939 50A Ave, Room 301 | Red Deer, AB | T4N 4E6

Notice of Practice Closure

Dear Patients:

It is with mixed emotions that I announce my Psychiatry practice is now closed. I appreciate the trust you have shown me over the years and for allowing me to be a part of your healthcare team.

Finding a New Doctor

There will ***not*** be someone taking over my practice and so you will need to return to your family doctor for a referral to a new psychiatrist.

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

Your Medical Record

I am required by the College of Physicians & Surgeons to store all original patient records for a period of time before they can be destroyed. I've selected **RSRS**, a physician-managed company to safely and securely store all patient records from my practice. RSRS can also assist you in obtaining a *certified and searchable copy* of your record for yourself and/or a new physician.

Please contact RSRS for assistance with the next steps in your healthcare journey and to make arrangements for your record. RSRS may also contact you to ensure you have been properly notified with the necessary details. You can reach RSRS at:

www.recordsolutions.ca/DrJDCosta

Tel: 1-888-563-3732

Fax: 1-877-398-5932

Email: info@rsrs.com

(Please note: My office will not be facilitating record transfers. This will only be handled by RSRS. There is a fee for the copy/transfer of your medical record in accordance with guidelines, but the fee is not prohibitive.)

Once again, I have enjoyed working with each of you and wish you well in the future

Sincerely,

Dr. Joseph D'Costa

*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 Alberta and the relevant privacy regulations.