

DR. B. LEONARD CHANDRARAJAN M.B.,B.S., M.SC., C.C.F.P., F.C.F.P.
FAMILY PHYSICIAN
Suite 410, 797 Princess Street, Kingston, Ontario. K7L 1G1

NOTICE OF MEDICAL PRACTICE CLOSURE

Dear Patients,

With mixed emotions, I would like to announce the closing of my Family Practice after more than 35 years in Kingston. My last day of patient care will be on **December 31st, 2025**.

Finding a New Doctor

Unfortunately, I am not successful so far in obtaining a replacement physician. Finding a new Physician who could take over care for my patients is very challenging. I have been in touch with the City of Kingston Physician Recruitment Program and have already asked for their assistance in this matter.

Here are some suggestions for ongoing care:

1. Ask your family or friends whether they could assist you to connect with their family doctor.
2. Ask your local pharmacists whether they are aware of any family physicians taking new patients.
3. Call health care connect at 1 800 445 1822 or <https://www.ontario.ca/page/find-family-doctor-or-nurse-practitioner>.
4. Please obtain adequate refills of your regular medications before my retirement.
5. Please use after hour clinics in Kingston for regular medical care and Hospital ER for medical emergencies.

Your Medical Records

According to the rules of the College of Physicians and Surgeons your original records need to be stored for a prescribed period of time before it is permanently destroyed. I have selected a safe and secure company named RSRS, a physician-managed service for this purpose and in order to assist you in obtaining a certified and searchable digital copy of your record for your new physician and for yourself moving forward.

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*.

Please contact RSRS to help you with your next steps in your care with your medical records, following my office closure. It's possible that they may contact you as well, to ensure that all of my active patients have been properly notified. You can contact them immediately to make arrangements and do the paperwork, however you will only receive your record copy once my practice is closed (unless you have a more urgent need). To start the process, contact RSRS in one of the following ways:

www.recordsolutions.ca/DrLChandrarajan

Email: info@rsrs.com

Tel: 1 888 563 3732

Fax: 1 877 398 5932

(Please note that my office will not be storing, photocopying or transferring your records. This will be only done by RSRS)

It has been a privilege and a pleasure to serve you as your Family Physician over the years. My best wishes for a healthy life in the future.

Yours sincerely,



Dr. B.L. Chandrarajan

*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