



Catherine Lawlis M.D.

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Notice of Practice Closure

December 30, 2022

Dear Patients:

It is with mixed emotions that I am announcing the closing of my General Practice. My last day seeing patients will be **June 15, 2023**. It has been a privilege and my pleasure to serve as your physician all these years, and I want to thank you for the trust you have placed in me. Although I have been actively pursuing a replacement for my practice, as of today, I have not been successful. If however, there is a physician interested in assuming the practice, you will be notified. In the meantime, it is of great importance that you pursue the various options to find a new family doctor for your care.

Finding a New Doctor

For continuity of care purposes, please start looking for a new family physician promptly with the following suggestions:

1. Ask family and friends if they can get you in with their doctor.
2. Go to the Southlake Regional Health Care website to find a list online of family physicians accepting new patients: <https://southlake.ca/preparing-for-care/doctors-taking-new-patients/>
3. Call the "College of Physicians and Surgeons of Ontario" at 416-967-2603.
4. Call "Health Care Connect" at 1-800-445-1822 or register online at <https://www.ontario.ca/page/find-family-doctor-or-nurse-practitioner> (Note: You should only register with them after your last visit with Dr. Lawlis.)
5. 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 Records - IMPORTANT

I am required by law to keep the original medical records for at least 10 years after the patient's last visit. For children, I must retain records for ten years after they turn eighteen. Charts may include both a paper and an electronic medical record. With issues of security and privacy, storage of medical records has become increasingly complex, and as such 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 and searchable copy of your medical file for yourself and/or your new physician**.

I encourage each of you to arrange for the transfer of your record as it is a particularly important file for your continued care and should be accessible at all times, especially in the absence of a new doctor. I have included an infographic illustrating 10 reasons why the record is so important. There is a fee for the copy/transfer of medical records, but it is not prohibitive. Please do not delay in making arrangements by contacting RSRS today:

www.recordsolutions.ca/DrLawlis

Tel: 1-888-563-3732, Ext. 1 Fax: 1-877-398-5932
info@rsrs.com

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

I would like to close by adding that it has been a pleasure to care for you for all these years. I will look back at these years, remembering so many of you and the moments we have shared together during our visits. I wish you all the best.

Sincerely,

Dr. Catherine Lawlis

*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.