



Dr. Shelley Smith

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NOTICE OF PRACTICE CLOSURE

February 2023

Dear Patients:

It is with mixed emotions and after much thought that I have decided to retire from my family practice after 35 years. It has been a privilege and an honour serving as your family doctor. **My last day of patient care is May 31, 2023.**

Finding a New Doctor

Unfortunately, I have not found a 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 family and friends if their doctor might be able to accept you as a patient
2. Speak to your local pharmacist who may be aware of new physicians in your area
3. Call "Health Care Connect" (a Ministry of Health service available to help Ontarians locate a new healthcare provider) at 1-800-445-1822 or online at <https://www.ontario.ca/page/find-family-doctor-or-nurse-practitioner>
4. Contact RSRS (see below). They often are aware of physicians accepting new patients.

Please remember to give the name of your new family doctor to all specialists, medical facilities (hospitals, labs, x-ray, ultrasound, etc.) and pharmacies you attend. It is also important that all outstanding tests you have done are followed up prior to May 15, 2023. Do not forget to check when your prescriptions need renewing so that you are not without. If you have outstanding referrals for which you have not yet received an appointment date, please follow up with the office prior to May 15, 2023.

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

Your Medical Records

The College of Physicians & Surgeons requires that original patient records be safely stored for a period of time before they can be destroyed. Your medical record does not automatically follow you to your next doctor. I have arranged to have RSRS, a physician-managed company, to securely store patient records and also assist you in obtaining a certified copy. 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 encourage each of you to arrange for the transfer of your record or a copy for yourself as it is an important file for your continued care, especially in the absence of a new doctor. As of March 1, 2023, you can make arrangements for your medical record by contacting RSRS at:

www.recordsolutions.ca/DrSSmith

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

Fax: 1-877-398-5932

Email: info@rsrs.com

Note: There is a fee for the copy/transfer of medical records, but it is not prohibitive

Thank you for your kindness and support over these many years. I wish you well and good health for the future.

Sincerely,

Shelley Smith MD CCFP