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7/7/2023

To My Dear Patients:

It has been my privilege to have provided care to the women of Orange County for the past 31 years. IT IS BITTERSWEET THAT I AM NOTIFYING YOU THAT I WILL BE RETIRING FROM SOLO PRIVATE PRACTICE AND **CLOSING MY OFFICE EFFECTIVE AUGUST 31, 2023**. I WILL BE AVAILABLE FOR YOUR HEALTH CARE NEEDS UNTIL THAT DATE.

Please select another physician for your gynecologic or obstetrical care before 8/31/23 to avoid interruptions in your prescriptions and preventative screening. You may select any OB/GYN. Below, you will find names of doctors that I have worked with:

Dr. Tiffany Tran has a smaller office like mine: 27800 Medical Ctr. Road, Suite 144, Mission Viejo, CA 92691 – Phone: 949-347-6777, Fax: 949-489-3158

Drs. Kathleen Pollock and Sara Ramirez are part of the Mission Heritage OB/GYN Group: 26800 Crown Valley Parkway, Suites 525 and 545, Mission Viejo, CA 92691. Phone: 949-364-1040, Fax: 949-365-7037

I am enclosing a medical records request form with this letter that requires your signature and initials in **all** indicated spaces. Once my office has received the form, a copy of your records will be transferred to your primary physician, your new OB/GYN or yourself. **I would recommend having us FAX your records to your primary physician if you need more time selecting your new OB/GYN.** Mail is being forwarded and the fax number will still be working after 8/31/23. Over 2000 letters have been sent out and it may take a while to process all the records releases. Please be patient. We will still be processing records releases after 8/31/23.

The fees for obtaining records are as follows:

Fax to your primary physician or new OB/GYN (please include your new doctor's full name, phone and fax number) no charge to fax to ONE physician.

Printed copy to you or new doctor: **Reproduction: \$0.25/page**
Clerical: \$4.00/15 minutes
Postage by priority mail currently \$8.00 to 9.00

We will notify you of the cost and payment by debit or credit card will be required before records are sent.

Thank you for your trust and I will miss you.

Sincerely,

Dr. Joan Sasaki

Enclosure