

SAMPLE LETTER FOR DISCONTINUATION OF THE VETERINARIAN-CLIENT-PATIENT RELATIONSHIP

[Please review the Guide to the Professional Practice Standard: Establishing, Maintaining and Discontinuing the Veterinarian-Client-Patient Relationship for details on using this sample letter]

Date

Dear (Client Name):

This letter will advise you that as of (dd/mm/yyyy), neither I nor the staff at our facility will be able to provide further general care to your animal(s). We suggest that you seek an alternative veterinary facility to provide care for your animal(s) from this day forward. We would like to suggest that you refer to the "Find a Veterinarian" section on the College of Veterinarians of Ontario website to locate other veterinary facilities in your area.

In order to give you time to access alternative veterinary services, we are able to provide emergency services for your animal(s) until (dd/mm/yyyy). Once you have made arrangements, please have the facility contact us and we will forward all medical records and relevant information. (*Alternatively, state "Please find enclosed a copy of your animal's medical records, which you should provide to whomever you select as a veterinarian"*).

We wish you and you animal(s) all the best in the future

Sincerely,

(Your name), DVM