

**Decision to Retire**  
Contact the Vancouver  
Division

**Begin Retirement Plan**  
College guidelines,  
patient medical  
records, other  
considerations

**Retirement  
Notification Letters**  
Notify patients of  
retirement/practice  
closure

**Reallocation of  
Patients**  
Notify key stakeholders  
Review checklists

1 Year

Month  
6

Month  
3

Month  
1

Happy  
Retirement!