



December 9, 2024

- **Glen Forest**
1800 Glenside Drive, Suite
110
Richmond, VA 23226
(PHONE) 804.288.1800
(FAX) 804.288.0515

- **Ridgefield**
2200 Pump Road, Suite 100
Richmond, VA 23233
(PHONE) 804.741.7471
(FAX) 804.741.6082

- **West Creek**
1630 Wilkes Ridge Parkway
Suite 300
Richmond, VA 23223
(PHONE) 804.288.0057
(FAX) 804.288.0389

- **RPC**
1800 Glenside Drive, Suite
101
Richmond, VA 23226
(PHONE) 804.288.3001
(FAX) 804.673.5614

- **Wyndham**
5360 Twin Hickory Road
Glen Allen, VA 23059
(PHONE) 804.346.3200
(FAX) 804.346.4075

- **VFP**
2367 Colony Crossing Place
Midlothian, VA 23112
(PHONE) 804.323.1264
(FAX) 804.323.1276

- **Commonwealth Extended
Care**
1800 Glenside Drive, Suite
103
Richmond, VA 23226
(PHONE) 804.285.7425
(FAX) 804.288.0515

Dear Patient,

I am writing to inform you I will not be returning to Commonwealth Primary Care (CPC). It has been a privilege to help provide for your medical needs over the past nine years. I will miss you all.

The staff will do everything they can to make this a smooth transition for all. Fortunately, CPC has many high-quality physicians in whom I have complete confidence. For information and a complete listing of all of our physicians, physician assistants and nurse practitioners, as well as our multiple locations, please visit our website at www.cpcva.com.

If you wish to transfer your care to a physician within CPC, your electronic medical records are readily available to your new provider. No further action is required at this time. You may simply make an appointment with that physician when necessary. If you wish to transfer your care to a physician who is not part of CPC, your medical records will be transferred to the new provider after you have completed and signed a Medical Record Release form. The form can be obtained at any CPC physician office, or it can be printed from the CPC website at www.cpcva.com and returned to our office.

Sincerely,

Jenifer Carr, MD