



# Friendswood Family Medicine

1/13/2025

Dear Patients,

I am writing to personally inform you that I will be leaving Friendswood Family Medicine as of January 31<sup>st</sup> 2025. This decision was not made lightly, and I wanted to take a moment to express my sincere gratitude for the trust you have placed in me as your healthcare provider.

It has been a privilege to care for you, and I deeply value the relationship we have built over the course of our time together. I want to assure you that your ongoing care remains a priority. The practice is committed to making this transition as smooth as possible for you.

Here are the next steps to ensure continuity of care:

1. **Transition to Another Provider:** If you would like to continue your care at Friendswood Family Medicine, the team will assist in connecting you with another provider who can best meet your healthcare needs. Please contact the office at 281-485-9034 to discuss your options and schedule an appointment.
2. **Medical Record Transfer:** Should you prefer to seek care elsewhere, I am happy to facilitate the transfer of your medical records to your new provider. Please reach out to our office to request a copy of your records or to arrange for their transfer.

If you have any questions or need assistance during this transition, please don't hesitate to contact our office. I am confident that you will continue to receive excellent care with the team at Friendswood Family Medicine.

Thank you once again for the opportunity to be part of your healthcare journey. I wish you all the best in the future and hope that your health continues to improve and thrive.

Sincerely,  
Shannon Winn ANP-BC  
Friendswood Family Medicine