

Dear Patients,

I am writing to inform you of an important change regarding my practice. As of **April 18, 2025**, I will be closing my practice at 19465 Deerfield Avenue, Suite 405, Leesburg Virginia as I transition to a new position at **Inova**. I am excited about this next step in my career and the opportunity it provides to continue delivering high-quality care.

During this transition, I want to ensure all your healthcare needs are met. From now until **May 5, 2025**, any patient needs, including inquiries, prescription refills, and appointment requests, will be handled through the **CountrySide Orthopaedics** phone number and answering service at 703-858-1800.

Beginning **May 5, 2025**, I will be continuing patient care at **Inova**. At that time, all patient needs will be managed through my new position at Inova, where I look forward to serving you with the same level of dedication and expertise.

I will be seeing patients at:

**Inova Sports Medicine**

**46000 Center Oak Plaza**

**#260**

**Sterling, VA 20166**

**571-472-6464 FAX 571-665-6458**

After closing, your health records from this Practice will be transferred to **Morgan Records Management, LLC** (the “Records Custodian”). The Records Custodian will continue to maintain your records in accordance with applicable confidentiality and security standards and with other applicable laws. Your records will be destroyed no less than 19 years after the last date of services you received from this Practice.

If you wish to have a copy of your records sent to you or to another provider or facility, you may submit a written request to the Records Custodian:

**Online: [MorganRecordsManagement.com](http://MorganRecordsManagement.com)> Request My Records**

**Email: [Medical@MorganRM.com](mailto:Medical@MorganRM.com)**

**Phone 833-888-0061**

In accordance with applicable state law, you may be charged for the copying and transmission of the records. There may be a transition period to the time Morgan Records Management has access to my charts.

**Any records you had in Inova’s Epic system (after 11/7/2023 in our office) can be requested via Mychart or through Inova Health Information Management at**

**<https://www.inova.org/patient-and-visitor-information/medical-records-request>**

If you have any questions or need assistance during this transition, please do not hesitate to contact us. Thank you for trusting me with your care, and I look forward to continuing to support your health and well-being at Inova.

Sincerely,

Imran Khan, MD