

---

# Physician Resignation Notice Letter

## Example

[Your Name, MD]

[Your Address]

[City, State, Zip Code]

[Date]

[Medical Director's Name]

[Medical Institution Name]

[Institution Address]

[City, State, Zip Code]

Dear [Medical Director's Name],

With a heavy heart and after careful consideration, I am writing to formally resign from my position as [Your Specialty] at [Medical Institution Name], effective [Last Working Day's Date].

During my tenure here, my primary focus has always been my patients and their well-being. To ensure a seamless transition and continuity of care, I am more than willing to assist in transferring my patients to another physician, and I'll work diligently to communicate and share their medical histories, ongoing treatments, and care plans.

I deeply value the knowledge, experience, and camaraderie I've gained at [Medical Institution Name]. My decision to resign is rooted in [personal reasons/new opportunities/etc.], and I am grateful for the understanding and support I have received.

Thank you for the opportunities to grow both personally and professionally. I hope our paths cross again in the realm of patient care and medical advancement.

Warm Regards,

[Your Name, MD]

