

NOTICE OF OFFICE CLOSURE

August 6, 2025

Dear Patients of Thomas E. Brown, PhD, Clinical Psychologist,

We regret to inform you that the Brown Clinic for Attention and Related Disorders, located at 500 S. Sepulveda Blvd Ste 218 in Manhattan Beach, CA 90266, will permanently close at the end of September 2025. Dr. Brown was unexpectedly diagnosed with a very serious illness that has rendered him incapacitated, preventing him from continuing his clinical practice. Consequently, there will be no licensed provider to operate Dr. Brown's clinical psychology practice.

Dr. Brown's career and legacy has always maintained that providing the best patient care was the most important value of his practice. Dr. Brown wants to ensure that all health information, privacy, and confidentiality are of utmost priority. This correspondence also serves as a formal notification that patient records are in process for a secure transition to a professional document management company to retain physical storage of records with the option for patients to request an electronic format ensuring confidentiality and accessibility.

The office is no longer in possession of physical charts during this transition, therefore we kindly request your attention to our website, where in the following month you will find information regarding the process of requesting records and policies. It is important to note that records are currently available to patients who have been seen within the past seven years, or longer, depending on age of patient and other sensitive or legal matters. Our website will post the necessary forms to request information, contact details for requesting records, retention policies that adhere to legal and regulatory requirements for both state and federal law, and ethical standards for handling sensitive information contained in patient records.

On behalf of Dr. Brown, we thank you for allowing us to be part of your care, being a part of your journey, and he wishes you all the very best in your future, health and well-being.

Yours very truly,

Dr. Brown and the Brown Clinic for Attention & Related Disorders