



COMMONWEALTH of VIRGINIA

Sandra Whitley Ryals
Director

Department of Health Professions
6603 West Broad Street, 5th Floor
Richmond, Virginia 23230-1712

www.dhp.virginia.gov
TEL (804) 662 9900
FAX (804) 662 9943
TDD (804) 662 7197

Virginia Board of Nursing
Jay P. Douglas, RN, MSM, CSAC
Executive Director

Board of Nursing (804) 662-9909
Nurse Aide Registry (804) 662-7310
FAX (804) 662-9512

October 26, 2006

Damon N. Dunn, L.P.N. Applicant
63 Ferguson Lane
Newport News, Virginia 23601

CERTIFIED MAIL
71603901984942381667

Dear Mr. Dunn:

This is official notification that an Informal Conference will be held, pursuant to §§ 2.2-4019, 2.2-4021 and 54.1-2400 (7) of the Code of Virginia (1950), as amended ("Code"), on **November 13, 2006, at 9:00 a.m.**, in the offices of the Department of Health Professions, 6603 West Broad Street, Fifth Floor, Richmond, Virginia. You may be represented by an attorney at the Informal Conference.

The Informal Conference Committee ("Committee"), which is comprised of at least two members of the Virginia Board of Nursing ("Board"), will receive and act upon your application for licensure by examination as a licensed practical nurse in the Commonwealth of Virginia, and will inquire into allegations that you may have violated certain laws and regulations governing the practice of nursing in Virginia. The burden rests upon you, as the applicant, to demonstrate that you meet the requirements of § 54.1-3020 of the Code. Specifically:

You may have violated § 54.1-3007(4) of the Code, in that, on or about October 27, 2005, you were convicted of Attempted Petit Larceny, in violation of § 18.2-96 of the Code, in the Virginia Beach, Virginia, General District Court, for an offense that occurred on or about September 3, 2005. As a result, you received a sentence of 12 months incarceration, all but five days of which was suspended contingent upon your completion of two years probation and paying restitution in the amount of \$486.48.

After the conference, the Committee is authorized to take the following actions:

1. The Committee may approve your Application for Licensure by Examination;
2. The Committee may recommend to the Board that your application be approved with such terms as it may deem appropriate; or

3. The Committee may refer the case to the Board of Nursing or a panel thereof for a formal hearing.

If you fail to appear at the informal conference, the Committee will proceed to hear the case in your absence, and may take any of the actions outlined above.

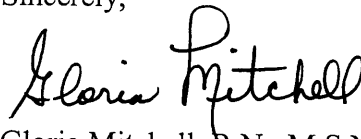
At least ten (10) days prior to the scheduled date of the conference, please inform this office of your telephone number and whether you intend to appear at the conference. This can be done by calling our offices at (804) 662-9075, or by sending us a letter at the address listed above.

You have the right to information that the Board will rely upon in making a decision. Therefore, I have enclosed a copy of the documents that will be distributed to the members of the Committee. The Committee, when discussing the allegations with you and deliberating upon your case, will consider these documents. These documents are enclosed only with the original notice sent by certified mail, and must be claimed at the post office. Please bring these documents with you.

If you have any additional documents to be presented to the Committee, please bring five (5) copies of each document with you.

Also, enclosed are copies of the relevant sections of the Administrative Process Act, which govern proceedings of this nature, as well as laws and regulations relating to the practice of nursing in Virginia that are cited in this notice.

Sincerely,



Gloria Mitchell, R.N., M.S.N., M.B.A.
Deputy Executive Director, Discipline

Enclosures

cc: Sandra Whitley Ryals, Director, Department of Health Professions
Anne G. Joseph, Deputy Director, Administrative Proceedings Division
Informal Conference Committee Members
Rachel Welch, Adjudication Specialist