



# COMMONWEALTH of VIRGINIA

Department of Health Professions  
Board of Nursing

Bernard L. Henderson, Jr.  
Director of the Department

Corinne F. Dorsey, R.N.  
Executive Director of the Board

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November 5, 1993

CERTIFIED MAIL  
P 385 544 658

Charles Curtis-Thomas, R.N.  
7011 Berkshire Drive  
Camp Springs, MD 20748

Dear Mr. Curtis-Thomas:

This is official notification that an Informal Conference will be held, pursuant to §§ 54.1-110, 54.1-3010 and 9-6.14:11 of the Code of Virginia (1950), as amended, on December 6, 1993, at 1:00 p.m., in the offices of the Department of Health Professions, 6606 West Broad Street, Southern States Building, Fourth Floor, Richmond, Virginia.

The Special Conference Committee, which is comprised of three members of the Virginia Board of Nursing, will inquire into allegations that you may have violated certain laws and regulations governing the practice of nursing in Virginia.

Specifically, you may have violated §§ 54.1-3007(2) and (5) of the Code of Virginia (1950), as amended, in that:

1. During the course of your employment with the Crystal City Nursing Center, Arlington, Virginia, from on or about February 10, 1992, through March 19, 1992, you provided inappropriate care by inaccurately and incompletely charting decubitus progress on patients in your care.

You are represented by an attorney at the informal conference. Prior to the conference, the Conference Committee is authorized to take the following actions:

1. If the committee finds that there is insufficient evidence to warrant further action or that the charges are without foundation, the committee shall notify you by mail that your

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- record has been cleared of any charge which might affect your right to practice professional nursing in the Commonwealth;
2. The committee may place your professional nursing license on probation with such terms as it may deem appropriate;
  3. The committee may reprimand you;
  4. The committee may impose a monetary penalty pursuant to § 54.1-2401 of the Code; or
  5. The committee may refer the case to the Board of Nursing or a panel thereof for a formal hearing. If the Conference Committee is of the opinion that a suspension or revocation of your license may be justified, the committee may offer you a consent order in lieu of a formal hearing.

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

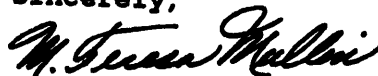
At least ten (10) days prior to the scheduled date of the conference, please inform this office of your telephone number and whether you intend to appear at the conference. This can be done by calling our offices at (804) 662-9909 or by sending us a letter at the address listed above.

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

You have the right to have a copy of the investigative report and supporting documents which may be used as evidence at your Informal Conference. If you wish to receive a copy of these documents prior to the Informal Conference, you may do so by notifying Ann L. Tiller, Senior Legal Assistant, by November 19, 1993.

Enclosed you will find copies of the relevant sections of the Administrative Process Act, which governs proceedings of this nature, as well as the laws and regulations relating to the practice of nursing in Virginia.

Sincerely,



M. Teresa Mullin, R.N., M.S.  
Assistant Executive Director

MIM/dqb  
Enclosures

cc: William H. Griffith, D.Min., Chairperson  
Theresa A. Gaffney, R.N., Member  
Robert L. Wilson, L.P.N., Member  
Clyde W. Mathews, Deputy Director for  
Administrative Proceedings  
Faye T. Lemon, R.N., Deputy Director for Investigations  
Francis J. Vargofcak, Investigator  
Wayne J. Farrar, Jr., Deputy Director for Communications

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