



COMMONWEALTH of VIRGINIA

David E. Brown, D.C.
Director

Department of Health Professions

Perimeter Center
9960 Mayland Drive, Suite 300
Henrico, Virginia 23233-1463

www.dhp.virginia.gov
TEL (804) 367- 4400
FAX (804) 527- 4475

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

Board of Nursing (804) 367-4515
Nurse Aide Registry (804) 367-4569
FAX (804) 527-4455

NOTICE OF INFORMAL CONFERENCE

March 20, 2015

Stacey Willhoite, C.N.A. Applicant, R.M.A. Applicant
314 Judy Drive
Newport News. VA 23608

CERTIFIED MAIL
9414 7266 9904 2003 2623 05

Re: Application for Certification and Application for Registration

Dear Ms. Willhoite:

This is official notification that an informal conference will be held pursuant to §§ 2.2-4019, 2.2-4021, and 54.1-2400(10) of the Code of Virginia (1950), as amended ("Code"), on **April 20, 2015 at 9:00 a.m.** at the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Suite 201, Henrico, Virginia 23233. You may be represented by an attorney at the conference. This informal conference will be convened as a public meeting pursuant to § 2.2-3700 *et seq.* of the Code.

The Special Conference Committee ("Committee"), which is comprised of at least two members of the Virginia Board of Nursing ("Board"), will receive and act upon your applications for certification by examination to practice as a nurse aide in Virginia and registration by examination to practice as a medication aide in Virginia and will inquire into evidence that grounds may exist to deny your application.

Specifically:

1. You may have violated § 54.1-3007(4) of the Code in that you were convicted of six counts of felony forgery and three counts of felony uttering a forged note on October 18, 2013 in the Circuit Court for the City of Newport News, Virginia.
2. You may have violated § 54.1-3007(1) and (4) of the Code and 18 VAC 90-60-120(1)(b) of the Regulations Governing the Registration of Medication Aides in that you failed to disclose information about your criminal convictions and history of chemical dependency on your medication aide application. When asked if you had ever been convicted of a felony or misdemeanor on your medication aide application, you answered "no." You also underwent treatment for substance abuse and dependency through the Newport News Drug Court program. When asked if you have a chemical dependency condition that could interfere with your practice as a medication aide, you answered "no."

The burden rests on you, as the applicant, to demonstrate that you meet the requirements. Of §§54.1-3023 and 54.1-3042 of the Code.

After the informal conference, the Committee is authorized by § 54.1-2400(10) of the Code to take any of the following actions:

- The Committee may approve your application for certification and/or your application for registration;
- The Committee may approve your application for certification and/ or your application for registration and issue a reprimand, impose a monetary penalty or terms and conditions, or place you on probation; or
- The Committee may deny your application for certification and/or your application for registration.

Further, 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 may proceed to hear the case in your absence and may take any of the actions outlined above. At least ten days prior to the scheduled date of the conference, please inform this office at (804) 367-4515, or in writing at the address listed above, of your telephone number and whether you intend to appear at the informal conference.

To facilitate this proceeding, you should submit five copies of any documents you wish the Committee to consider to the Department of Health Professions, Board of Nursing, Perimeter Center, 9960 Mayland Drive, Suite 300, Henrico, Virginia 23233, by April 15, 2015. Your documents may not be submitted by facsimile or email.

You have the right to the information on which the Board will rely in making its decision. Therefore, I have enclosed a copy of the documents that will be distributed to the members of the Committee and will be considered by the Committee when discussing any allegations with you and when deliberating on your case. **These documents are enclosed only with the original notice sent by certified mail, which you may be required to claim at the post office. Please bring these documents with you to the informal conference.**

Relevant sections of the Administrative Process Act, which govern proceedings of this nature, as well as laws relating to the practice of nursing and other healing arts in Virginia cited in this notice, can be found on the Internet at <http://leg1.state.va.us>. To access this information, please click on the *Code of Virginia* for statutes and *Virginia Administrative Code* for regulations.

Sincerely,


Brenda Krohn, R.N., M.S.
Deputy Executive Director

BK/lba

Enclosures

cc: Anne G. Joseph, Deputy Director, Administrative Proceedings Division
Special Conference Committee Members
Amy E. Weiss, Adjudication Specialist (Case No.: 161750 & 161752)