

BEFORE THE VIRGINIA BOARD OF NURSING

IN RE: JESSICA MARIE MARTIN, R.N.
License Number: 0001-244888
Expiration Date: 6/30/2018
Case Number: 172664

**NOTICE OF INFORMAL CONFERENCE BEFORE AN AGENCY SUBORDINATE
AND STATEMENT OF ALLEGATIONS**

You are hereby notified that an informal conference has been scheduled before an Agency Subordinate of the Board of Nursing (“Board”) regarding your license to practice professional Nursing in the Commonwealth of Virginia.

TYPE OF PROCEEDING:	This is an informal conference before an Agency Subordinate of the Board of Nursing.
DATE AND TIME:	September 13, 2016 at 9:00 a.m.
PLACE:	Virginia Department of Health Professions Perimeter Center - 9960 Mayland Drive 2 nd Floor - Virginia Conference Center Henrico, Virginia 23233

LEGAL AUTHORITY AND JURISDICTION:

1. This informal conference is being held pursuant to Virginia Code §§ 2.2-4019 and 54.1-2400(10). This proceeding will be convened as a public meeting pursuant to Virginia Code § 2.2-3700.

2. After consideration of all information, the Agency Subordinate is authorized to take any of the following actions:

- If the Agency Subordinate finds that there is insufficient evidence to warrant further action or that the charges are without foundation, notify you by mail that your record has been cleared of any charge which might affect your right to practice professional nursing in the Commonwealth;

- Recommend findings of fact, conclusions of law and a sanction, to include a reprimand, placing you on probation with terms, suspension or revocation of your license, or imposing a monetary penalty pursuant to § 54.1-2401 of the Code.

Further, the Agency Subordinate may refer this matter for a formal administrative proceeding pursuant to Virginia Code § 2.2-4020.

Board's Review of Agency Subordinate's Recommended Decision

If you **appear in person or by counsel at the informal conference**, the recommendation of the Agency Subordinate will be presented to a quorum of the Board. The Board may accept or modify the recommendation, or reject the recommendation and refer the case to a formal hearing. If you do not agree with the decision of the Board, you have the right to a formal administrative hearing before the Board.

If you **fail to appear in person or by counsel at the informal conference**, the recommendation of the Agency Subordinate will be presented to a quorum of the Board. The Board may accept or modify the recommendation, or reject the recommendation and refer the case to a formal hearing. The Board's decision regarding the agency subordinate's recommendation is a final order that can only be appealed to circuit court as provided by Rule 2A:2 of the Supreme Court of Virginia.

ABSENCE OF RESPONDENT AND RESPONDENT'S COUNSEL:

If you fail to appear at the informal conference, the Agency Subordinate may proceed to hear this matter in your absence and may take any of the actions outlined above.

RESPONDENT'S LEGAL RIGHTS:

You have the right to the information on which the Agency Subordinate will rely in making a decision, to be represented by counsel at this proceeding, to subpoena witnesses and/or documents, and to present relevant evidence on your behalf.

COMMONWEALTH'S EXHIBIT:

Enclosed is a copy of the documents that will be considered by the Agency Subordinate when discussing any allegations with you and when deliberating on your case. **These documents are enclosed only with the 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.**

FILING DEADLINES:

1. Deadline for filing exhibits: **September 6, 2016**. Submit 5 copies of all documents you want the Board to consider to Gloria Mitchell-Lively, R.N., M.S.N., M.B.A., Deputy Executive Director, Board of Nursing, 9960 Mayland Drive, Suite 300, Henrico, Virginia 23233. Exhibits may not be sent by facsimile or e-mail.
2. Deadline for filing motions, including requests for continuance or objections to exhibits, in writing, to Gloria Mitchell-Lively, R.N., M.S.N., M.B.A., Deputy Executive Director, at the above address: September 6, 2016. NOTE: the failure to object to exhibits does not deprive you of the right to contest their contents at the proceeding.

STATEMENT OF ALLEGATIONS

The Board of Nursing alleges that:

1. At all times relevant hereto, Jessica Marie Martin, R.N. was licensed to practice professional nursing in the Commonwealth of Virginia.
2. Ms. Martin violated Term Numbers 1(a) and 4 of the Board of Nursing's Order entered November 6, 2014 ("Board's Order") which required her to send in self-reports beginning 60 days after the date of the entry of the Board's Order and then quarterly on the last days of March, June, September and December, and to remain in compliance with the terms of the Board's Order, in that the self-reports due January 5, March 31, and June 30, 2015, were received late. Further, the self-reports due by September 30, 2015, December 31, 2015, and March 31, 2016, have not been received.
3. Ms. Martin violated Term Numbers 1(b) and 4 of the Board's Order, which required her to submit reports from any physician from whom she receives substance abuse treatment, including updates on her treatment progress and results of any urine drug screens. The reports were due beginning 60 days after the date of the entry of the Board's Order and then quarterly on the last days of March, June, September and December. Ms. Martin failed to have the reports due January 5 and December 31, 2015, submitted to the Board. The reports due March 31 and June 30, 2015, were both received early. The March report did not include a drug screen. On May 31, 2016, the Board received a physician's progress report signed May 1, 2016, and two drug screens dated March 6 and April 1, 2016.

Pursuant to Virginia Code § 54.1-2400.2(K), the Board considered whether to disclose or not disclose Ms. Martin's health records or health services.



Gloria Mitchell-Lively, R.N., M.S.N., M.B.A.

Deputy Executive Director

Virginia Board of Nursing

8/4/16
Date