

**VIRGINIA:**

0001-254605  
**BEFORE THE BOARD OF NURSING**

**IN RE: CHARLOTTE SIFFORD, R.N. APPLICANT**

**ORDER**

In accordance with §§ 2.2-4019, 2.2-4021 and 54.1-2400(10) of the Code of Virginia (1950), as amended ("Code"), an informal conference was conducted on behalf of the Board of Nursing ("Board") on August 5, 2014 in Henrico County, Virginia. Ms. Sifford was present and was not represented by legal counsel. Judith Piersall, R.N., B.S.N., serving as Agency Subordinate for the Board, submitted a Recommended Decision for consideration.

Based upon its review of the Recommended Decision of the Agency Subordinate, the Board makes the following Findings of Fact and Conclusions of Law and issues the following Order.

**FINDINGS OF FACT**

1. Charlotte Sifford submitted an application for licensure by endorsement as a professional nurse dated November 10, 2012. She was licensed to practice professional nursing in North Carolina; her North Carolina license expired on March 31, 2011. Her primary state of residence is Virginia.
2. By letter dated, March 10, 2014, the Board of Nursing sent a Notice of Informal Conference ("Notice") to Ms. Sifford notifying her that an informal conference would be held on April 7, 2014. The Notice was sent by certified and first class mail to 201 First Street, Christiansburg, Virginia, 24073, the address of record on file with the Board of Nursing. The Notice was also sent to 742 Auburn Avenue, Lot 15, Radford, Virginia, 24141, a secondary address. A first continuance was granted on March 17, 2014 and the informal conference was rescheduled for June 16, 2014. A letter of confirmation was mailed to Ms. Sifford by certified mail to 742 Auburn Avenue, Lot 15, Radford, Virginia, 24141. A second continuance was granted on May 29,

2014; a new informal conference date was scheduled for August 5, 2014. Ms. Sifford was notified of the continuance by a letter mailed by the Board on May 30, 2014.

**CONCLUSIONS OF LAW**

The Board concludes that Charlotte Sifford meets the requirements of §54.1-3017 of the Code.


**ORDER**

WHEREFORE, it is hereby ORDERED that the application of Charlotte Sifford for licensure by endorsement as a professional nurse is APPROVED. Ms. Sifford shall be issued an unrestricted license to practice professional nursing in Virginia.

Pursuant to Section 54.1-2400(10) of the Code, Ms. Sifford may, not later than 5:00 p.m., on **September 22, 2014**, notify Jay P. Douglas, M.S.M., R.N., C.S.A.C., F.R.E., Executive Director, Board of Nursing, 9960 Mayland Drive, Suite 300, Henrico, Virginia 23233, in writing that she desires a formal administrative hearing before the Board. Upon the filing with the Executive Director of a request for the hearing, this Order shall be vacated.

Pursuant to § 54.1-2400.2 of the Code, the signed original of this Order shall remain in the custody of the Department of Health Professions as a public record, and shall be made available for public inspection and copying upon request.

FOR THE BOARD

  
Sr Jay P. Douglas, M.S.M., R.N., C.S.A.C., F.R.E.  
Executive Director, Virginia Board of Nursing  
Virginia Board of Nursing

Entered: August 18, 2014

Certified True Copy

By   
Virginia Board Of Nursing

This Order shall become final on September 22, 2014; unless a request for a formal administrative hearing is received as described above.