



COMMONWEALTH of VIRGINIA

Department of Health Professions

Perimeter Center
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Henrico, Virginia 23233-1463

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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 10, 2014

Charlotte Sifford, R.N. Applicant
201 First Street
Christiansburg, VA 24073

0001-254605

CERTIFIED MAIL
7196 9008 9111 9190 7064

and

Charlotte Sifford, R.N. Applicant
742 Auburn Avenue, Lot 15
Radford, VA 24141

CERTIFIED MAIL
7196 9008 9111 9190 7071

Dear Ms. Sifford:

This letter is official notification that an informal conference of the Virginia Board of Nursing (“Board”) 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 **April 7, 2014, at 1:00 p.m.**, in the offices of the Department of Health Professions, Perimeter Center, 9960 Mayland Drive, Suite 201, Henrico, Virginia 23233. You may be represented by an attorney at the informal conference. The informal conference committee, which is comprised of at least two members of the Board, will consider your application for licensure by endorsement as a professional nurse and will inquire into allegations that you may have violated certain laws governing the practice of professional nursing in Virginia. Specifically:

You may be in violation of § 54.1-3007(6) of the Code in that you may be unable to safely practice professional nursing due to substance abuse and/or mental and physical illness in that you have been diagnosed with an opiate dependency and a cannabis dependency, you have been diagnosed with borderline personality disorder and anxiety disorder, and you suffer from fibromyalgia.

The burden rests on you, as the applicant, to demonstrate that you meet the requirements of § 54.1-3017 of the Code.

After consideration of all information, the committee may:

1. Approve your application for licensure by endorsement; or
2. Recommend to the Board that your application be approved with a reprimand, a monetary penalty, or terms and conditions, which may include placing you on probation; or

Board of Audiology & Speech-Language Pathology – Board of Counseling – Board of Dentistry – Board of Funeral Directors & Embalmers
Board of Long-Term Care Administrators – Board of Medicine – Board of Nursing – Board of Optometry – Board of Pharmacy
Board of Physical Therapy – Board of Psychology – Board of Social Work – Board of Veterinary Medicine
Board of Health Professions

3. Recommend to the Board that your application be denied; or
4. Refer the matter to a formal hearing of the Board.

The recommendation of the committee will be presented to a quorum of the Board. The Board may accept or modify the recommendation, or reject the recommendation and move the case to a formal hearing. If you do not agree with the decision of the Board, you may request a formal administrative hearing before the Board.

Please advise the Board of your intention to be present at the informal conference. This can be done by calling our offices at (804) 367-4515 or sending us a letter at the address listed above.

You have a right to the information that will be relied on by the committee in making a decision. Therefore, I enclose a copy of the documents that will be distributed to the committee and will be considered when discussing the allegations with you and when deliberating upon your case. These documents are enclosed only with the original notice sent by certified mail and must be claimed at the post office.

To facilitate this proceeding, you should submit five copies of any documents you wish the committee to consider to the Board of Nursing, Perimeter Center, 9960 Mayland Drive, Suite 300, Henrico, Virginia 23233, by April 2, 2014. Your documents may not be submitted by facsimile or e-mail.

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
Committee members
David W. Kazzie, Adjudication Specialist
Gayle E. Miller, Investigator (Case No. 154319)
Peggy Wood, Monitoring Program Manager