

**VIRGINIA BOARD OF PHYSICAL THERAPY  
FORMAL ADMINISTRATIVE HEARING MINUTES**

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**May 11, 2023**

**Department of Health  
Professions Perimeter Center  
9960 Mayland Drive  
Henrico, Virginia 23233**

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**CALL TO ORDER:** The formal hearing of the Board was called to order at 1:06 p.m.

**MEMBERS PRESENT:** Mira H. Mariano, PT, PhD, Chair  
Arkena Dailey, PT, DPT  
Rebecca Duff, PTA, DHSc  
Melissa Fox, PT, DPT  
Susan Szasz Palmer, MLS, Citizen Member

**MEMBERS NOT PRESENT:** Tracey Adler, PT, DPT, CMTPT  
Elizabeth Locke, PT, PhD

**BOARD COUNSEL:** M. Brent Saunders, Senior Assistant Attorney General

**DHP STAFF PRESENT:** Sarah Georgen, Licensing and Operations Supervisor  
Corie Tillman Wolf, Executive Director  
Florence Venable, Discipline and Operations Supervisor

**COURT REPORTER:** Juan Ortega Court Reporting

**PARTIES ON BEHALF OF COMMONWEALTH:** Jennifer Challis, DHP, Senior Investigator  
Chris Bowers, Intake Admission Coordinator, Health Practitioners' Monitoring Program

**MATTER:** **Ashley Duncan, PTA.**  
**License No.: 2305-203258**  
**Case No.: 218758**

**ESTABLISHMENT OF A QUORUM:** With five (5) members present, a quorum was established.

**DISCUSSION:**

Ms. Duncan did not appear before the Board in accordance with the Notice of Formal Hearing dated March 14, 2023. Ms. Duncan was not represented by counsel.

The Board received evidence and sworn testimony on behalf of the Commonwealth regarding the allegations in the Notice.

**CLOSED SESSION:**

Upon a motion by Dr. Mira Mariano and duly seconded by Dr. Rebecca Duff, the Board voted to convene a closed meeting, pursuant to §2.2-3711(A)(27) of the Code of Virginia, for the purpose of deliberation to reach a decision in the matter of Ashley Duncan, PTA. Additionally, she moved that Mr. Saunders, Ms. Venable, and Ms. Georgen attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Board in its deliberations.

**RECONVENE:**

Having certified that the matters discussed in the preceding closed session met the requirements of §2.2-3712 of the Code, the Board reconvened in open session.

**DECISION:**

Upon a motion by Dr. Mira Mariano and duly seconded by Dr. Rebecca Duff, the Board moved to ***Indefinitely Suspend*** Ashley Duncan's right to renew her license to practice as a Physical Therapist Assistant.

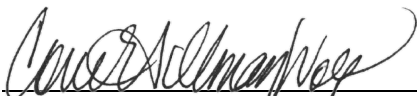
The motion carried.

**VOTE:**

The vote was unanimous (5-0).

**ADJOURNMENT:**

The Board adjourned at 1:47 p.m.

  
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Corie Tillman Wolf, JD, Executive Director

August 10, 2023

Date