

**VIRGINIA BOARD OF PHYSICAL THERAPY
SPECIAL CONFERENCE COMMITTEE MINUTES**

September 26, 2023

*Department of Health Professions
Perimeter Center
9960 Mayland Drive, Suite 201
Henrico, VA*

CALL TO ORDER: A Special Conference Committee of the Board was called to order at 11:11 a.m.

**MEMBERS
PRESENT:** Melissa Fox, PT, DPT
Susan Szasz Palmer, MLS

STAFF PRESENT: Melanie Pagano, Deputy Executive Director
Florence Venable, Discipline Operations Supervisor
Anne Joseph, Adjudication Consultant

MATTER: **Stephanie Parker Bishop,** License No.: 2306-602190
PTA
Case No.: 222726

**PRELIMINARY
MATTER:** The Chair noted that the time was 11:11 a.m. and Ms. Stephanie Bishop was noticed to appear before the Committee at 11:00 a.m. and was not present.

Ms. Joseph advised that the Notice had been sent to Ms. Bishop's address of record with the Board by Certified and First-class mail.

RULING: Based on the information provided by Ms. Joseph, the Chair determined that proper notice had been provided to Ms. Bishop, therefore, the informal conference would proceed in her absence.

DISCUSSION: Ms. Bishop did not appear before the Committee in accordance with the Board's Notice of Informal Conference dated August 21, 2023, nor was she represented at the conference by legal counsel.

The Committee fully considered the evidence before it and received information from Ms. Joseph regarding the allegations in the Notice.

CLOSED SESSION:

Upon a motion by Ms. Szasz Palmer, and duly seconded by Dr. Fox, the Committee 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 s. Bishop. Additionally, she moved that Ms. Pagano and Ms. Venable attend the closed meeting because their presence in the closed meeting was deemed necessary and would aid the Committee 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 Committee re-convened in open session and announced its decision.

DECISION:

Upon a motion made by Ms. Szasz Palmer and duly seconded by Dr. Fox, the Committee made certain findings of fact and conclusions of law and voted to offer Ms. Bishop a ***Consent Order for the Indefinite Suspension of her License in lieu of a formal hearing, with said Suspension Stayed, contingent upon Ms. Bishop's entry into the Virginia Health Practitioners' Monitoring Program; if the Consent Order is not signed within 33 days, then a formal hearing will be convened.***

VOTE:

The vote was unanimous.

ADJOURNMENT:

The Committee adjourned at 11:41 a.m.

As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on Ms. Bishop, unless a written request to the Board for a formal hearing on the allegations made against him is received from Ms. Bishop, within such time. If service of the Order is made by mail three (3) additional days shall be added to that period. Upon such timely request for a formal hearing, the decision of the Special Conference Committee shall be vacated.


Melanie Pagano, JD
Deputy Executive Director

September 28, 2023
Date