The informal conferences held before an Agency Subordinate of the Board of Nursing were convened at 9:00 A.M., on December 4, 2019, in Hearing Room 3, Department of Health Professions, 9960 Mayland Drive, Suite 201, Henrico, Virginia.

**AGENCY SUBORDINATE:** Jane Elliott, Ph.D., R.N.

**STAFF PRESENT:** Patricia L. Dewey, R.N., B.S.N., Discipline Case Manager

**OTHERS PRESENT:** Holly C. Walker, Adjudication Specialist

**CONFERENCE SCHEDULED:** Linda Carol Rich Joyce, R.N. 0001-220798

Ms. Joyce did not appear.

Based upon information provided by Ms. Walker, Dr. Elliott ruled that adequate notice was provided to Ms. Joyce.

A recommended decision will be made and mailed to Ms. Joyce within ninety days.

This recommendation will be presented to the full Board; if accepted, an Order will be entered. As provided by law, this decision shall be a Final Order.

**CONFERENCE SCHEDULED:** Candace Marie Heinen, L.P.N. 0002-093542

Ms. Heinen did not appear.

Based upon information provided by Ms. Walker, Dr. Elliott ruled that adequate notice was provided to Ms. Heinen.

A recommended decision will be made and mailed to Ms. Heinen within ninety days.

This recommendation will be presented to the full Board; if accepted, an Order will be entered. As provided by law, this decision shall be a Final Order.

**CONFERENCE SCHEDULED:** Jennifer Elaine Keller, R.N. 0001-199918

Ms. Keller did not appear.

Based upon information provided by Ms. Walker, Dr. Elliott ruled that adequate notice was provided to Ms. Keller.

A recommended decision will be made and mailed to Ms. Keller within ninety days.
This recommendation will be presented to the full Board; if accepted, an Order will be entered. As provided by law, this decision shall be a Final Order.

CONFERENCE SCHEDULED:

Jashae Bradley, C.N.A. 1401-180668
Ms. Bradley did not appear.

Based upon information provided by Ms. Walker, Dr. Elliott ruled that adequate notice was provided to Ms. Bradley.

A recommended decision will be made and mailed to Ms. Bradley within ninety days.

This recommendation will be presented to the full Board; if accepted, an Order will be entered. As provided by law, this decision shall be a Final Order.

CONFERENCE SCHEDULED:

Patricia Bridgeman Underdue, C.N.A. 1401-171756
Ms. Underdue appeared.

Ms. Underdue was informed that a recommended decision will be made and mailed to her within ninety days.

This recommendation will be presented to the full Board; if accepted, an Order will be entered. As provided by law, this decision shall become a Final Order thirty days after service of such order on Ms. Underdue unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Underdue within such time. If service of the order is made by mail, three additional days shall be added to that period. Upon such timely request for a formal hearing, the Order shall be vacated.

CONFERENCE SCHEDULED:

Amanda Mae Sheffer, C.N.A. 1401-123971
Ms. Sheffer did not appear.

Based upon information provided by Ms. Walker, Dr. Elliott ruled that adequate notice was provided to Ms. Sheffer.

A recommended decision will be made and mailed to Ms. Sheffer within ninety days.

This recommendation will be presented to the full Board; if accepted, an Order will be entered. As provided by law, this decision shall be a Final Order.

ADJOURNMENT:
The conferences were concluded at 2:00 P.M.

[Signature]
Patricia L. Dewey, R.N., B.S.N.