



COMMONWEALTH of VIRGINIA

Robert A. Nebiker
Director

Department of Health Professions
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August 26, 2004

Carl Hunt, D.O.
9691 Copeland Drive
Manassas, Virginia 22110

CERTIFIED MAIL
7160 3901 9848 3161 1646

RE: License No.: 0102-036979

Dear Dr. Hunt:

This letter is official notification that an informal conference of the Virginia Board of Medicine ("Board") will be held on **Wednesday, September 29, 2004, at 2:15 p.m., at the Holiday Inn Select, 2801 Plank Road, Fredericksburg, Virginia.** The conference will be conducted pursuant to Sections 54.1-2400(10), 2.2-4019 and 2.2-4021 of the Code of Virginia (1950), as amended ("Code").

A Special Conference Committee ("Committee") will inquire into allegations that you may have violated certain laws governing the practice of medicine in Virginia. Specifically, you may have violated Section 54.1-2915 (3), as further defined in Sections 54.1-2914.A (8), (11), and (12), and Section 54.1-3303.A of the Code, in that from on or about April, 2003, to on or about May, 2003, you provided Individual A, a former staff nurse who worked with you at the Prince William Community Service Board, with pre-signed prescription blanks to be used by Individual A to issue prescriptions to patients in your absence.

Please see Attachment I for the name of the individual referenced above.

After consideration of all information, the Committee may:

1. Exonerate you;
2. Place you on probation with such terms it deems appropriate;
3. Reprimand you; and/or
4. Impose a monetary penalty pursuant to Section 54.1-2401 of the Code.

Further, the Committee may refer this matter for a formal administrative proceeding when it has failed to dispose of a case by consent pursuant to Section 2.2-4020 of the Code.

In lieu of proceeding to the above-scheduled informal conference, the Board hereby offers to enter into the enclosed Consent Order with you to resolve this matter. Please review this document and should you consent to its terms, have it signed before a notary public. In order for it to become effective, you must return this original Consent Order, bearing your witnessed signature, to the Board office on or before September 8, 2004. You will receive a certified copy shortly thereafter. Should the Board not receive this Consent Order from you by September 8, 2004, the Board will proceed with the informal conference as described herein.

You have the right to information that will be relied upon by the Committee in making a decision. Therefore, I enclose a copy of the documents that will be distributed to the members of the Committee, and will be considered by the Committee 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. Further, if you retain counsel, it is your responsibility to provide the enclosed materials to your attorney.

To facilitate this proceeding, you must submit eight (8) copies of any documents you wish for the Committee to consider to Reneé S. Dixson, Discipline Case Manager, Virginia Board of Medicine, 6603 West Broad Street, 5th Floor, Richmond, Virginia 23230-1717, by **12 noon on September 14, 2004**. Your documents may not be submitted by facsimile or e-mail. Should you or Senior Adjudication Analyst Michelle Carlton wish to submit any documents for the Committee's consideration after **September 14, 2004**, such documents shall be considered only upon a ruling by the Chair of the Committee that good cause has been shown for late submission.

You may be represented by an attorney at the informal conference. If you obtain counsel, you should do so as soon as possible, because absent good cause to support a request for a continuance, the informal conference will be held on September 29, 2004. A request to continue this proceeding must state in detail the reason for the request and must establish good cause. Such request must be made, in writing, to me at the address listed on this letter and must be received by **12 noon on September 9, 2004**. Only one such motion will be considered. Absent exigent circumstances, such as personal or family illness, a request for a continuance after **September 9, 2004**, will not be considered

Relevant sections of the Administrative Process Act, which govern proceedings of this nature, as well as laws relating to the practice of medicine 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.

In its deliberations, the Committee may utilize the Sanction Reference Points System, as contained in the Sanction Reference Manual. The manual, which is a guidance document of the Board, may be accessed at <http://www.dhp.virginia.gov/medicine>. Please click on *Guidance Documents*, then select #85-11. You may also request a paper copy from the Board office by calling (804) 662-7009.

Please advise the Board, in writing, of your intention to be present. Should you fail to appear at the informal conference, the Board may proceed to a formal administrative hearing in order to impose sanctions.

If you have any questions regarding this notice, please contact Michelle Carlton, Senior Adjudication Analyst, at (804) 662-9279.

Sincerely,



William L. Harp, M.D.
Executive Director
Virginia Board of Medicine

MC/HUNT12NIC.DOC

Enclosures:

Attachment I
Informal Conference Package
Map

cc: Thomas B. Leecost, D.P.M., Acting-President, Virginia Board of Medicine
Robert A. Nebiker, Director, Department of Health Professions
Reneé S. Dixon, Discipline Case Manager, Board of Medicine
Michelle Carlton, Senior Adjudication Analyst
Sue S. Zich, R.N., B.S.N., Senior Investigator [90912]

