Group Attendance Form

Visitors to the Department of Health Professions Perimeter Center are required to sign in and out of the building. While in the building, all visitors should wear the visitor tag that will be provided. To assist with the sign-in process, program faculty must provide a list of attendees (both faculty and students) to Beth.Yates@dhp.virginia.gov **two weeks** prior to their visit. All attendees are required to show a **photo ID (driver's license)** at check-in. **Any changes to the attendee list should be submitted to Ms. Yates at least 48 hours prior to the hearing date.**

Please complete this form and submit to Ms. Yates as directed above

Attendance List at Board of Nursing Disciplinary Proceedings	
Date of Attendance:	
Program:	
Name of Program Contact: Cell Phone (while at DHP): Email address:	
Faculty and Student Names (First and Last required)	

Office Use Only: Students will be in Board Room _____