

**APPROVED**

**VIRGINIA BOARD OF MEDICINE  
SPECIAL CONFERENCE COMMITTEE  
MINUTES**

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Thursday, July 19, 2012

Department of Health Professions  
Perimeter Center  
9960 Mayland Drive, Suite #300

Henrico, Virginia

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- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 10:03 a.m.
- MEMBERS PRESENT:** Jean Hearst, O.T., Chair  
Robert Hickman, M.D.  
Claudette Dalton, M.D.
- STAFF PRESENT:** Jennifer L. Deschenes, Deputy Executive Director, Discipline  
Renée S. Dixon, Discipline Case Manager  
Gerald Milsky, Adjudication Specialist
- OTHERS PRESENT:** Grace DiLiberto, EEO/Employee Relations Manager
- MATTER:** Sandra Blevins Guthrie, O.T. License No.: 0119-004203  
Case No.: 134484
- DISCUSSION:** Ms. Guthrie appeared before the Committee in person in accordance with a Notice of the Board dated February 10, 2012. Ms. Guthrie was not represented by counsel.
- The Committee fully discussed the allegations in the Notice with Ms. Guthrie.
- CLOSED SESSION:** Upon a motion by Dr. Dalton, and duly seconded by Dr. Hickman, 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 Ms. Guthrie. Additionally, she moved that Ms. Deschenes and Ms. Dixon 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 by Dr. Hickman, and duly seconded by Dr. Dalton, the Committee made certain findings of fact and conclusions of law and voted to impose a monetary penalty in the amount of \$200.00

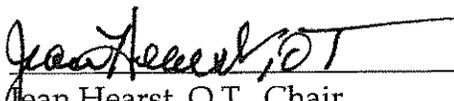
**VOTE:**

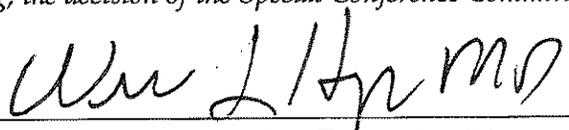
The vote was unanimous.

**ADJOURNMENT:**

The Committee adjourned at 11:08 a.m.

*As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on Ms. Guthrie, unless a written request to the Board for a formal hearing on the allegations made against her is received from Ms. Guthrie 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.*

  
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Jean Hearst, O.T., Chair

  
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William L. Harp, M.D., Executive Director

7/26/2012  
Date

7/30/12  
Date

# APPROVED

## VIRGINIA BOARD OF MEDICINE SPECIAL CONFERENCE COMMITTEE MINUTES

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Thursday, July 19, 2012

Department of Health Professions  
Perimeter Center  
9960 Mayland Drive, Suite #300

Henrico, Virginia

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- CALL TO ORDER:** A Special Conference Committee of the Board was called to order at 2:05 p.m.
- MEMBERS PRESENT:** Claudette Dalton, M.D., Chair  
Robert Hickman, M.D.
- STAFF PRESENT:** William L. Harp, M.D., Executive Director of the Board  
Renée S. Dixon, Discipline Case Manager  
Melanie Pagano, Adjudication Specialist
- OTHERS PRESENT:** Mr. Caligtan
- MATTER:** Emma Alvaro Caligtan, M.D. License No.: 0101-037633  
Case No.: 141210
- DISCUSSION:** Dr. Caligtan appeared before the Committee in person in accordance with a Notice of the Board dated June 7, 2012. Dr. Caligtan was represented by Geoffrey J. Greeves, Esquire.
- The Committee fully discussed the allegations in the Notice with Dr. Caligtan.
- CLOSED SESSION:** Upon a motion by Dr. Hickman, and duly seconded, 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 Dr. Caligtan. Additionally, he moved that Dr. Harp and Ms. Dixon 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 by Dr. Hickman, and duly seconded, the Committee made certain findings of fact and conclusions of law and voted to issue Dr. Caligtan a reprimand.

**VOTE:**

The vote was unanimous.

**ADJOURNMENT:**

The Committee adjourned at 4:05 p.m.

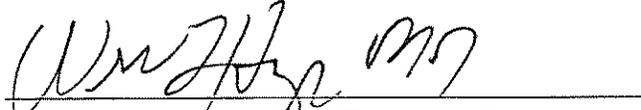
*As provided by law this decision shall become a Final Order thirty (30) days after service of such Order on Dr. Caligtan, unless a written request to the Board for a formal hearing on the allegations made against her is received from Dr. Caligtan within such time. If service of the Order is made by 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.*



Claudette Dalton, M.D., Chair

Date

8/15/12



William L. Harp, M.D., Executive Director

Date

8/15/12