



**DECISION LETTER**

May 18, 2026

Christina M Smith

[REDACTED]  
Fairfax Station, VA [REDACTED]

Dear Christina:

Please be advised that the Board of Certification, Inc. (BOC) Professional Practice and Discipline Committee (Committee) has rendered the following decision with respect to the charge that you violated Codes 2.2, 3.8, and 3.17 of the Code of Professional Responsibility (COPR) section of the BOC Standards of Professional Practice.

In a Charge letter dated December 15, 2025, the BOC informed you that the Committee had determined that good cause existed to believe that you have violated Codes 2.2, 3.8, and 3.17 of the COPR section of the *BOC Standards of Professional Practice* based on the fact that your 2022-2023 audit was to be completed by June 9, 2025. Per your email on January 16, 2026, you signed for the Charge letter as received and indicated on the Receipt Confirmation of Charge Letter, "I admit to the truthfulness of the allegations outlined in the enclosed Charge Letter. I request the BOC electronically, via Eversign, resend me the Consent Agreement that includes suspension of my certification until I comply with the Continuing Education Audit." January 21, 2026, the BOC sent you a Consent Agreement for suspension of your certification, to which no response was received. February 2, 2026 you submitted your audit, which the BOC returned to you on February 17, 2026 requesting further information. To date, you still have not yet complied with the audit. Details of this matter include:

**Factual Findings**

1. On February 28, 2022, you submitted your 2020-2021 Continuing Education (CE) report. Due to submitting your CEUs after the December 31, 2021 deadline date, you were required to participate in the 2020-2021 CE audit. During the audit, it was discovered that you used CEUs earned after the December 31, 2021 deadline in order to comply with the audit. As a resolution, on September 25, 2024, you entered into a Consent Agreement with the BOC for a private censure and a mandatory audit of the 2022-2023 CE reporting period.
2. On February 28, 2024, you submitted your 2022-2023 CE report and attested to the following relevant statements:
  - The information contained in this report is a true and accurate statement of my continuing education activities, falsification of this report may result in the suspension of my BOC certification.

- I am in possession of and prepared to present all original documentation confirming participation in reported activities. I am aware I must keep these records for at least two years after the reporting period has ended.
  - I am aware that I will be subject to an audit if I submit this form after the 12/31/2023 deadline.
  - I am aware my certification will expire, and late fees will be assessed starting 1/1/2024 if this form is not completed and submitted by 12/31/2023.
  - I am aware that my name, location, certification status and certification number will be available online through the BOC certification verification system to potential employers, state licensing officials and others.
3. On April 23, 2025, May 7 and 28, 2025, and June 6, 2025, the BOC emailed you audit reminders.
  4. On April 23, 2025, the BOC mailed you an audit notice for the 2022-2023 CE reporting period.
  5. June 24, 2025, the BOC sent you an Investigation Notice electronically via Eversign as you had not complied with the CE audit. BOC did not receive a response.
  6. July 1, 2025, the BOC left you a voicemail and sent you a reminder electronically via Eversign. The BOC did not receive a response.
  7. July 10, 2025, BOC mailed you an Investigation Notice via first-class mail. BOC gave you until August 10, 2025 to comply with audit. The BOC did not receive a response.
  8. September 5, 2025, the BOC sent you a Consent Agreement electronically via Eversign for non-compliance with the CE audit. The BOC did not receive a response.
  9. September 22, 2025, the BOC left you a voicemail and sent a reminder electronically via Eversign. The BOC did not receive a response.
  10. October 8, 2025, the BOC mailed you a Consent Agreement for suspension of your certification via USPS Certified mail.
  11. October 30, 2025, per USPS records, the document was marked Unclaimed and returned to the BOC.
  12. November 4, 2025, the BOC received the Consent Agreement marked by USPS as Unclaimed.
  13. December 15, 2025, BOC sent you a Charge letter electronically via Eversign for non-compliance with the CE audit. The BOC did not receive a response.
  14. December 30, 2025, BOC left you a voicemail and sent a reminder electronically via Eversign. The BOC did not receive a response.
  15. January 15, 2026, BOC mailed you a Charge letter via USPS Certified mail.
  16. January 16, 2026, you emailed BOC asking about completing the audit over the upcoming weekend with an attached photograph of a signed Charge letter acknowledging receipt of the Charge letter and selecting the option, "I admit to the truthfulness of the allegations outlined in the enclosed Charge Letter. I request the BOC electronically, via Eversign, resend me the Consent Agreement that includes suspension of my certification until I comply with the Continuing Education audit."
  17. January 21, 2026, BOC sent you a Consent Agreement electronically via Eversign for suspension of your certification for non-compliance with the audit.
  18. February 2, 2026, you submitted your audit. February 17, 2026, BOC returned the audit to you with a message informing you of missing audit documents and gave

you until February 27, 2026 to submit your audit. The BOC did not receive a response.

19. March 11, 2026, BOC sent you an Investigation Notice electronically via Eversign. The BOC did not receive a response.
20. March 19, 2026, the BOC left you a voicemail and sent a reminder electronically via Eversign. The BOC did not receive a response.
21. March 31, 2026, BOC mailed you an Investigation Notice via USPS Certified mail. April 21, 2026, per USPS records, the Investigation Notice was marked Unclaimed and Returned to Sender. May 5, 2026, the BOC received the Investigation Notice marked by USPS as Unclaimed. To date, Respondent has not yet complied with the CE audit.

### Conclusions

Based on the lack of response to BOC notifications, the Committee determined that the facts above are valid and that such actions violate Codes 2.2, 3.8, and 3.17 of the COPR section of the BOC Standards of Professional Practice:

Code 2.2: The BOC certified athletic trainer complies with the most current BOC recertification policies and requirements.

Code 3.8: The BOC certified athletic trainer ensures that any information provided to the BOC in connection with exam eligibility, certification recertification or reinstatement including but not limited to, exam applications, reinstatement applications or continuing education forms, is accurate and truthful.

Code 3.17: The BOC certified athletic trainer will comply with all conditions and requirements arising from certification restrictions or disciplinary actions taken by the BOC, including, but not limited to, conditions and requirements contained in decision letters and consent agreements entered into pursuant to Section 4 of the "BOC Professional Practice and Discipline Guidelines and Procedures."

As a result, the Committee has issued the following sanctions regarding your certification:

Your certification status is considered Suspended. Suspension of a BOC certification is considered public information and may be published or otherwise disclosed by the BOC. Further, while your certification is Suspended, you are not authorized to do the following:

1. Represent yourself to the public as a practicing Certified Athletic Trainer, Board-Certified Specialist or use the certification marks "ATC" or "BCS-O" following your name; or
2. Serve as an item writer for any BOC certification exam; or
3. Serve as a supervisor or preceptor of students who are satisfying the athletic training requirements for certification eligibility.

You may petition for reinstatement in accordance with Section 13 of the BOC Discipline Procedures. Such petition may be filed upon your ability to provide proof of compliance with

the 2022-2023 CE audit or you are prepared to take the BOC Certification Exam for reinstatement. Such petitions may be subject to a background check and panel review. Contact the BOC office for reinstatement fees and procedures.

Christina, this matter will remain a part of your BOC certification file and may be used for the purpose of determining sanctions in any future matters that come before the BOC Professional Practice and Discipline Committee or other Disciplinary Panels. You have the right to appeal a decision made by the Committee. An appeal must be received by the BOC within thirty (30) days of receipt of this decision. The appeal must be written and addressed to the BOC Chief Executive Officer. For details regarding the appeal process, please see the enclosed procedures.

Sincerely,

*Anne M. Minton*

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Signature

Anne M Minton  
Printed Name

Chief Executive Officer  
Title

May 18 2026  
Date

cc: BOC Professional Practice and Discipline Committee  
BOC Counsel  
Virginia Board of Medicine

Enclosures: [BOC Standards of Professional Practice](#)  
[Professional Practice and Discipline Guidelines and Procedures](#)