

November 1, 2024

**BY ELECTRONIC MAIL** ([COPN@vdh.virginia.gov](mailto:COPN@vdh.virginia.gov))

**Michael Elliott, Pharm. D., MSHA, FACHE**  
Chief Operating Officer, VCU Health System

Karen Shelton, M.D.  
State Health Commissioner  
Virginia Department of Health  
109 Governor Street, 13th Floor  
Richmond, VA 23219

**RE: Letter of Intent  
Virginia Commonwealth University Health System Authority  
Addition of one SRS-Capable Linear Accelerator to an Existing Radiation  
Therapy Service  
Planning District 15**

Dear Dr. Shelton:

Pursuant to 12 VAC 5-220-180 of the Virginia Medical Care Facilities Certificate of Public Need ("COPN") Rules and Regulations, I write to inform you that Virginia Commonwealth University Health System Authority intends to submit a COPN application to add one SRS-capable linear accelerator to its existing radiation therapy service on the downtown campus in Planning District 15.

Please forward the appropriate application materials to me. Thank you for your assistance in this matter, and please let me know of any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Michael Elliott".

Michael Elliott, Pharm.D., MSHA, FACHE  
Chief Operating Officer, VCU Health System

cc: *(all via electronic delivery)*  
Mr. Erik O. Bodin, III, Director, Division of Certificate of Public Need  
Andrew Schutte, AVP Deputy General Counsel, VCU Health System  
Jennifer Ligon, Esquire