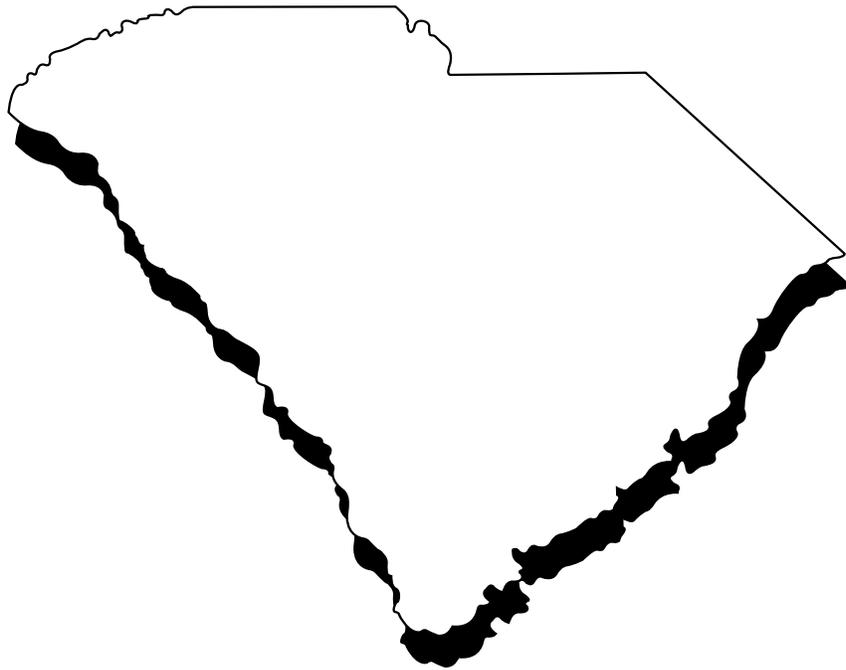


# SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION



## 1999-00 ANNUAL REPORT

Jim Hodges, Governor  
Rita McKinney, Director





# LLR

## SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

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The Honorable Jim Hodges  
Governor of South Carolina

Enclosed is the seventh Annual Report from the South Carolina Department of Labor, Licensing and Regulation for the fiscal year ending June 30, 2000.

This report attempts to reflect the activities and development of the agency during this period. Any additional information desired can be obtained from this office.

Respectfully submitted,

A handwritten signature in cursive script that reads "Rita M. McKinney".

Rita M. McKinney

# Table of Contents

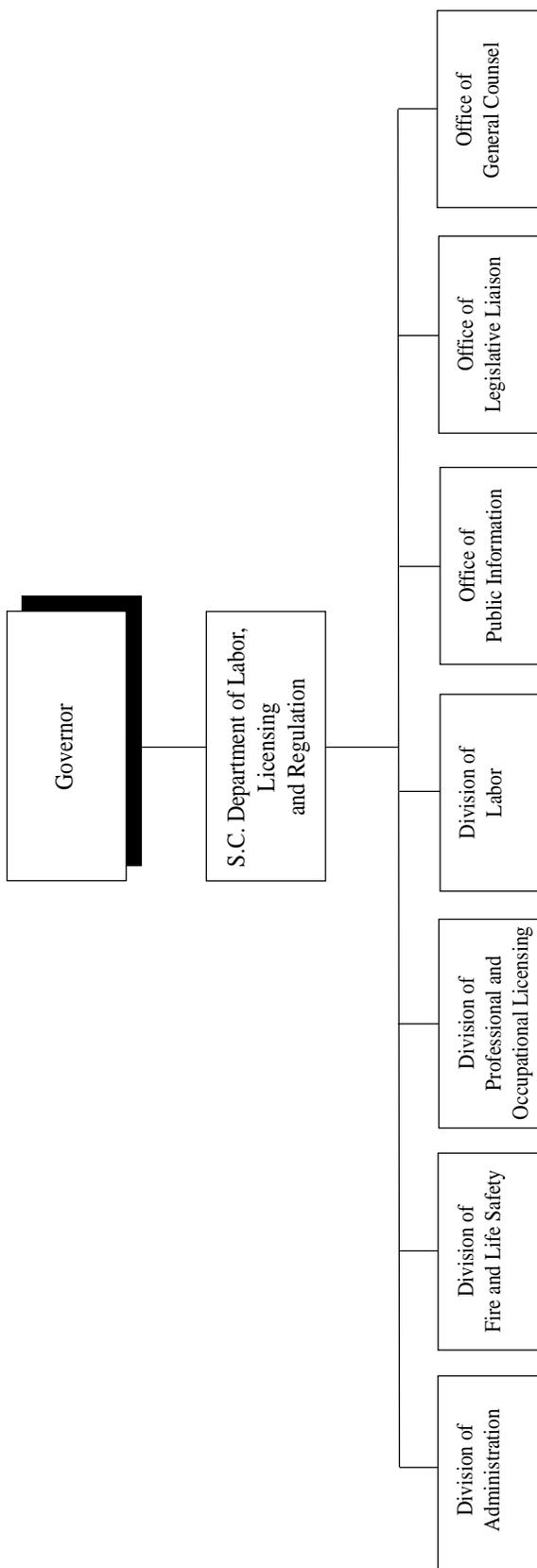
History .....	4
Organizational Chart .....	5
Mission Statement .....	6
Accomplishments 1999-2000 .....	7
Division of Fire and Life Safety .....	11
Division of Labor .....	18
Division of Professional and Occupational Licensing .....	31
Office of Legislative Liaison .....	69
Office of Public Information .....	71
Division of Administration .....	72

## **Agency History**

The South Carolina Legislature restructured a significant portion of state government in 1993. Effective February 1, 1994, Act 181 created the South Carolina Department of Labor, Licensing and Regulation (LLR). This legislation merged the Department of Labor, State Fire Marshal's Office, the South Carolina Fire Academy and 38 professional and occupational licensing boards to form the new agency.

The legislation empowered the Governor to appoint a director of the agency with the advice and consent of the Senate.

LLR is organized into four divisions: Fire and Life Safety, Labor, Professional and Occupational Licensing and Administration.



# Mission Statement

## **Making South Carolina a Safer and Better Place to Work and Live**

The South Carolina Department of Labor, Licensing and Regulation will accomplish its mission by:

- Promoting a regulatory climate that provides a safe and healthy environment where businesses can be successful in a manner that benefits our citizens;
- Conducting appropriate inspection and complaint investigation programs and, when necessary, pursuing enforcement options as provided by law;
- Administering licensing, permitting and certification programs, as provided by law; and
- Providing appropriate education, information, and outreach programs.

# Accomplishments 1999-00

## Division of Fire and Life Safety

### *Office of State Fire Marshal*

- Conducted five State Fire Marshal certification course across the state.
- Entered into the second year of a three-year grant with the South Carolina Department of Health and Environmental Control to conduct fire safety education programs and provide smoke alarm installation in Charleston and Chesterfield counties.
- Completed development of the in-service teacher training videos for the "Freddie" fire safety curriculum for elementary school children.
- Presented a two-day workshop for fire safety educators conveying basic knowledge and skills necessary to effectively deliver safety and survival behavioral messages.
- Distributed 1,200 fire safety videos, "Be Cool About Fire Safety," to requesting fire departments.
- Developed smoke alarm installation and educational program with the Department of Disabilities and Special Needs to reach high-risk families.
- Distributed approximately 70 computers marked for surplus property to encourage participation in the State Fire Incident Reporting System.
- Attended training classes, which included code changes, legal requirements, customer relations and handling of LP gas.
- Expanded engineering staff's role in educating designers, contractors, and local officials about fire protection requirements and methods.

### *The South Carolina Fire Academy*

- Provided 18 one-day instructor updates for the new firefighter curriculum for 361 instructors.
- Conducted 17 Aircraft Rescue Firefighting classes with 236 students. This includes 79 firefighters from across the country trained in our 48-hour IFSAC Certification Course Basic Aircraft Rescue Firefighting.
- Conducted 11 Instructor Methodology Courses yielding 165 new instructors.
- Conducted two Chief Fire Officer Seminars for students.
- Offered one Fire Officer Symposium for students.
- In partnership with the S.C. Society of Fire Service Instructors, co-hosted the annual Instructors' Improvement Conference at the Fire Academy.
- Conducted a special Auto Extrication Seminar for 40 students, specifically dealing with new construction and restraint devices, such as air bags.
- Conducted three seven-week Firefighter II programs, which is an IFSAC-accredited program that meets the NFPA 1001 Standard for Firefighter II.
- Conducted the Annual Southeastern Weekend Fire School with programs for participants.
- Conducted 1,133 programs for municipal departments for 14,641 students and 168 industrial programs for 2,503 students.

## Division of Labor

- The Office of OSHA Voluntary Programs established a goal of increasing the number of annual consultative visits to businesses by 25 percent in fiscal year 1999-2000. At the end of the fiscal year, consultative visits were up 40 percent over the previous year. Hazards identified and corrected totaled 8,619, up 33 percent. In fiscal year 2000, OVP consultants saved South Carolina businesses \$6.7 million in OSHA fines, almost double the amount in fiscal year 1999.
- South Carolina continued to lead the nation with the most VPP Palmetto Star sites in any state plan state. The Office of OSHA Voluntary Programs continued to offer regional training programs and on-site consultations free-of-charge to employers across the state.
- The Office of Labor Services continued to educate the public through mail outs, personal contacts and speaking engagements throughout the year. News conferences were held in Greenville with both print and TV media to discuss Child Labor Laws and requirements to further educate the employers of their

responsibilities. The office changed the territory of the investigators to better utilize personnel.

- The OSHA Compliance Section continued to implement its policy not to issue citations for other-than-serious violations corrected during an inspection. This resulted in the immediate abatement of 3,126 violations. The Compliance Section continued to give an additional 15 percent penalty reduction for immediate abatement of serious hazards.
- The Office of Elevators and Amusement Rides produced an amusement ride safety coloring book for children that was distributed at the State Fair in Columbia.
- The Labor-Management Mediation Office is strengthening its relationship with the Federal Mediation and Conciliation Service in order to offer better service. The office continues to communicate with employer and union representatives on a pro-active basis during negotiations to offer suggestions and assistance in order to keep work stoppages to a minimum.
- The Migrant and Seasonal Farm Workers Commission continued to distribute to growers, workers, agencies and organizations the video package "Steps to Compliance - An Educational Tool for Growers in South Carolina" and "Avoiding Immigration Discrimination in Agriculture." The Commission continues to work with the State Housing Authority and Design Corps on obtaining a HOME grant for migrant housing. Many seminars on housing were sponsored. The Commission continues to update and distribute "South Carolina Migrant Services," a handbook available in English and Spanish.

### **Division of Professional and Occupational Licensing (POL)**

- Employees at all levels in all offices participated in developing the division's strategic plan. The agency goals are to maximize customer and employee satisfaction and more efficiently use resources. Employees have volunteered to serve on action teams to implement the Division's Strategic Plan.
- Four medically related boards support a program aimed at protecting the public through the early identification of health professionals with substance abuse problems. The Boards of Medical Examiners, Nursing, Dentistry, and Pharmacy support the intake, assessment, referral and monitoring components of the Recovering Professionals Program (RPP). RPP is a confidential referral and monitoring program designed for physicians, nurses, pharmacists and dentists with problems related to substance abuse and dependence, or from a dual diagnosis of addiction and mental illness. The goal of the program is to protect the public and to help the professional return to safe practice. At the end of FY2000, the program's enrollment was 210.
- Many boards and agency staff visited professional schools and colleges to speak to graduating classes and other students interested in a given profession. Some boards used the opportunity afforded them at examination time to provide information and answer questions. The Division has prepared a presentation to be used in these and other contacts with potential licensees to provide them with basic information on the licensing process, its requirements, and restrictions and their responsibilities. The presentation is planned to be distributed to schools and colleges outside the state as well, if the number of licensees warrant it.
- Licenses are now issued at exam sites when a cosmetologist or a barber passes the required exam.
- The growth and development of information technology within the POL Division continues to escalate. In a rapidly changing world and technological marketplace, LLR-Administration's Office of Information Services, together with POL Division staff, monitor new and efficient processes and equipment as they evolve. Staff continuously develops and updates consistent methods for data access and maintenance within POL Division program areas. The computer imaging process continues for storage and archival of board records. The Division began plans for the development of a data management system which will also provide for electronic licensing. The public was given greater access to both necessary and desired information through use of technology. A "Licensee Lookup" is now available via the LLR Web site. This addition allows basic licensee information to be available around the clock. Each board's Web page contains not only licensing information, links to legislative documents and links to schools and other organizations but also provides access to forms at any time. Copies of minutes and newsletters are also available on these pages.
- The Pharmacy Board approved electronic transfer of prescriptions between drug stores in South Carolina under common ownership and databases. This change makes keeping current with medications easier for both citizens of the state and pharmacists.

- The Cosmetology and Barber Boards issue licenses on-site upon successful completion of examinations.
- The Auctioneers Board has adopted a citation process of discipline which increases efficiency, reduces cost and better serves the industry.
- Statutes and regulations were reviewed for compliance with the Agency's legislation. Plans were established to prepare for necessary legislation to be introduced during the session beginning January 2001.
- Significant legislative additions and changes were passed by the General Assembly during the last session. The acts and regulations are listed below:

Practice acts:

- S. 560 Real Estate Appraisers Practice Act
- S. 962 Professional Engineers and Land Surveyors Practice Act
- H. 3735 Burglar Alarm Practice Act
- H. 4378 Barrier Free Design Practice Act
- H. 4392 Auctioneers Practice Act

Bills with statutory changes:

- S. 493 Cosmetology Board Statutory Changes Bill
- S. 571 Accountancy Board Statutory Changes Bill
- S. 952 Architecture Board Continuing Education Bill
- S. 958 Pharmacy Board Statutory Changes Bill
- H. 4304 Real Estate Commission Broker-in-Charge Bill
- H. 4349 Residential Builders Commission Certificate of Authorization Bill
- H. 4685 Environmental Board Water Distribution Bill
- H. 4752 Nursing Board Volunteer Bill

Regulations:

- |         |  |                    |
|---------|--|--------------------|
| R. 2463 | Chiropractic Board Regulations                         | Effective: 6/23/00 |
| R. 2488 | Contractors Board Regulations                          | Effective: 5/26/00 |
| R. 2495 | Engineers & Land Surveyors Board Regulations           | Effective: 7/28/00 |
| R. 2489 | Funeral Board Regulations                              | Effective: 3/29/00 |
| R. 2515 | Long Term Health Care Board Regulations                | Effective: 6/14/00 |
| R. 2467 | Manufactured Housing Board Regulations                 | Effective: 5/26/00 |
| R. 2437 | Medical Board-Respiratory Care Regulations             | Effective: 5/26/00 |
| R. 2465 | Medical Board-Certificate Regulations                  | Effective: 5/26/00 |
| R. 2466 | Medical Board-Osteopathic Regulations                  | Effective: 5/26/00 |
| R. 2378 | Occupational Therapy Board Regulations (Total rewrite) | Effective: 5/26/00 |
| R. 2468 | Pharmacy Board Regulations (Total rewrite)             | Effective: 5/26/00 |
| R. 2377 | Physical Therapy Board Regulations (Total rewrite)     | Effective: 5/26/00 |

## Administration

- The agency head, along with the leadership team, developed a strategic plan for the agency that outlines its vision, mission, core values and divisional strategies.
- Implemented a more meaningful performance management system with a goal of having 100 percent of employees' performance evaluations completed on time. As of June 2000, 100 percent were completed in a timely manner.
- Implementation of cost-saving measures regarding automobiles, beepers and phones which save approximately \$75,000 annually.
- Instituted a new budgeting process that has increased input from managers about the budget process, increased the accountability of agency managers and increased equity in resources across division lines.
- Conducted an agencywide review and examination of systems for processing and acting on complaints made to LLR. Developed recommendations for improvement of the way complaints are processed, investigated, prioritized and documented.

- Developed a Request for Proposal (RFP) to create a data management system for the licensure process as well as exploring e-commerce possibilities.
- The Office of General Counsel drafted proposed Rules of Civil Procedure and Discovery for use by all POL boards. A draft has been circulated for review and comment by these boards, the Administrative Law Judge Division and the South Carolina Bar.
- Decreased process times for invoices and travel vouchers from 30 to six days.
- Completed year with an audit of financial practices for the agency which showed no significant findings and that the agency is in compliance with Generally Accepted Accounting Principles. Implemented suggestions provided by the State Auditor's Offices last July.
- Formed a Telephone Task Force to establish standards for the highest level of customer service by:
  - reviewing and analyzing LLR's communication systems to achieve the most efficient and effective communications network possible;
  - establishing standards and unifying telephone practices that best serve the public and employees of the agency; and
  - effectively utilizing our human resources through the implementation of reasonable policies and ongoing training in all areas of customer service.
- Conducted the following on-site programs for our employees:
  - Blood Drives (four)
  - Mammogram Van Visit
  - Health/Benefits Fair
  - South Carolina Retirement Systems Seminar (two)
- Created pages for "The State" newspaper featuring professions offered by the agency's 39 professional and occupational licensing boards and other programs as part of LLR's education initiative. The pages, called Career Close-Up, were written for students in middle and high school to help them choose a career path. Also as part of the career awareness project, a manual highlighting LLR's professions was created, and the agency participated in Ground-Hog Job Shadow Day in February.
- The agency's Web site averaged 1 million hits and 70,000 visits each month. These visitors downloaded an average of 400 documents and performed 50,000 licensee lookups per month.

### **Public Information**

- Along with the OSHA Office of Voluntary Programs, kicked off a statewide media campaign on worker safety called "SafetyWorks!"
- Continued a statewide media campaign to reduce fire deaths under the slogan, "Survivor or Statistic. Get Fire Smart." The campaign included radio and TV public service announcements, bumper stickers and brochures with fire safety messages. The campaign's PSAs earned the office a statewide award from the South Carolina Chapter of the Public Relations Society of America.
- Earned two awards from the South Carolina Press Association for agency newsletters – "LLR Times" and "Fire and Life Safety News."
- Produced new brochures, newsletters and other educational materials about agency programs, boards and offices.
- Continued to expand information available to the public through the agency's homepage on the Internet.
- Coordinated all aspects of the agency's booth at the State Fair.

# DIVISION OF FIRE AND LIFE SAFETY

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The Division of Fire and Life Safety serves as the fire safety focal point for South Carolina, maintaining a statewide delivery system for fire prevention, protection and training services. The division provides leadership, guidance and services needed by the fire service to carry out its responsibilities at the local level. The Office of State Fire Marshal and the S.C. Fire Academy comprise the division.

## Responsibilities

Statutory responsibilities for the primary programs of the division are as follows:

### Code Enforcement (23-9-10 through 23-9-180):

Charges the State Fire Marshal with responsibilities for requiring compliance with national and state-adopted fire safety codes and standards promulgated by the Division of Fire and Life Safety and the Liquefied Petroleum Gas Board and gives authority to the State Fire Marshal to inspect buildings for codes compliance.

### South Carolina Fire Academy (23-10-10):

Charges the Fire Academy with the operation of a training facility to upgrade the state's fire service personnel—paid, volunteer and industrial.

## Office of State Fire Marshal

### *Programs*

The Office of State Fire Marshal has regulatory responsibility to ensure compliance with state fire safety regulations. This is accomplished through inspection activities by deputy state fire marshals in the field, code consultation and plans review services provided by the Engineering Services Section. Fire prevention activities aimed at reducing the state's fire death rate are managed by the Public Fire Safety Education Section. Activities include the distribution of smoke alarms, programs in the schools to educate youth and the dissemination of timely fire safety information to the public.

### *Public Fire Safety Education*

#### ***"Get Alarmed, South Carolina"***

The "Get Alarmed, South Carolina" program is an on-going public fire safety awareness campaign where the main objective is to lower fire deaths by 1) alarming citizens about the fire problem and teaching them about fire safety, and 2) to provide smoke alarms to high risk citizens—the elderly, economically depressed and handicapped. Forty-six county coordinators serve as liaisons to assist in distributing materials and smoke alarms for this program.

#### ***School-Based Public Fire Education Curriculum***

The "Freddie the Fire Cat" curriculum is a comprehensive fire safety educational curriculum for students in kindergarten through fifth grade. "Freddie's Fire Smart Kids" is a curriculum for kindergarten and first grades. "Freddie's Fire Safety Friends" is an expanded curriculum for second and third grades. During the fall of 1998,

the fourth- and fifth-grade curriculum, "Freddie Gets Fired Up," was piloted and was introduced into the school system during the fall of 1999. To date, more than 245,000 students (out of a possible 299,000) in kindergarten through fifth grade have received vital fire safety and survival education through these programs. The goal is to have a complete program to take to the school system for delivery statewide by the school year 2000-2001. Each curriculum contains lesson plans, student activity workbooks, graduation certificates, a video to coincide with each lesson plan and a storybook introducing "Freddie" and his life story. A video has been produced to accomplish in-service training for teachers to acquaint them with the "Freddie" curriculum.

"Freddie the Fire Safety Cat" is the Office of State Fire Marshal's mascot and is used at various functions by schools, civic groups, churches, government agencies, fire departments, etc. "Freddie," along with educational materials, provides children and adults with a powerful message of being fire safe. The office has two "Freddie" mascot suits.

### ***Fire Incident Reporting***

State law requires the division to collect and analyze data on fire incidents. The division does this through a comprehensive National Fire Incident Reporting System (NFIRS) created for fire departments in South Carolina. This system provides accessibility to data and reports which help departments focus on current problems, predict future problems in their communities and measure whether their programs are working. At a broader level, this information aids the state through work with the legislature. NFIRS has been used to justify the state budget and has helped in the passage of important bills on smoke alarms. It also enables the division to provide more accurate statistical information to the national level.

A software package can be obtained from the Office of State Fire Marshal that takes the place of departments sending in fire incident forms. By entering their own reports, the departments can extract statistics to identify their fire problems. The Office of State Fire Marshal trains the departments to use the software and provides troubleshooting as needed. Training is also provided on the fire incident forms. Seventy computers have been distributed to fire departments.

A document describing the fire statistics collected is compiled and printed in a handbook that is distributed to fire departments across the state.

### ***Fire Death Reports***

When a fire death occurs in South Carolina, a fire fatality form is filled out by a deputy state fire marshal, a fire chief or sometimes a coroner. Once this form is completed, it is returned to the Office of State Fire Marshal and compiled into a database. These statistics are analyzed at the end of each month to give the total number of fire deaths for the month and for the year to include death by county, cause of death, smoke alarm present, structure that death occurred in and age of the deceased. These statistics are used statewide by the media, fire departments, fire organizations, government agencies, etc.

### ***Fire Safety Materials for Distribution***

The office receives many requests for public fire education materials. Coloring books, flyers on smoke alarm maintenance, general fire safety booklets, pencils and stickers are some of the materials sent to fire departments, government agencies, schools, etc. In addition, the office serves as a resource to local fire departments by maintaining a resource center housing videos on various fire safety subjects. They are available on a check-out basis.

### ***Programs and Presentations***

Various presentations are given on fire safety throughout the year. The S.C. Department of Disabilities and Special Needs, Carolina Health Care and S.C. Department of Health and Environmental Control's Division of Women and Children's Services are some of the agencies receiving continuous training. In addition to presentations, many programs have been established by partnering with DHEC, such as the "Save Our Children" program, a sub-program of "Get Alarmed South Carolina."

When home health care nurses discover a home without a smoke detector, they call the county coordinator for their area to schedule a visit to the home. Nurses are taught to conduct home fire safety inspections, and

this becomes part of their routine survey.

The S.C. Department of Disabilities and Special Needs contracts with the Office of State Fire Marshal to provide four annual training sessions on fire safety to its staff. The office also trains its staff to provide home fire safety inspections and to install smoke alarms when needed.

The Office of State Fire Marshal also makes presentations and provides displays at annual meetings of state associations including the S.C. State Firemen's Association, S.C. State Association of Fire Chiefs and S.C. Fire Inspectors' Association.

A partnership with the S.C. Safe Kids Coalition enabled the distribution of a fire safety video entitled "Be Cool About Fire Safety" to more than 500 fire departments and schools.

### ***News Releases***

Monthly news releases are generated to inform the public on fire education issues such as heating safety and smoke detector distribution. The releases are sent to newspapers and TV and radio stations. Heating safety, holiday safety, dormitory safety and fire prevention week activities are among recent news releases distributed.

### ***Fire Prevention Week and Fair***

The Office of State Fire Marshal coordinates statewide fire prevention week campaigns focusing on a specific fire safety topic. The fire service is often involved in activities such as holding exit drills within their communities simultaneously. The office serves as a resource to the general public and the fire service for fire safety materials and presentations.

### ***Television Public Service Announcement***

The office routinely works with S.C. ETV to produce public service announcements targeting the need for working smoke alarms in homes. A recent PSA was distributed to TV stations throughout the state to increase the public's awareness of smoke alarms.

### ***Burn Camp***

The Office of State Fire Marshal has participated in the Children's Burn Camp of Florida at Walt Disney World since 1995. South Carolina sends burn survivors (children) and buddies. These children are recommended through hospitals and organizations dealing with burned children. The participants are entertained throughout the weekend with no expense to the families. A visit to a major theme park is the highlight of the weekend. Private individuals, fire service organizations and corporations contribute to this cause.

### ***Special Projects***

The office participates in several special events each year including the S.C. SAFE KIDS teleconference. South Carolina also has participated in special studies conducted by FEMA to look at Community-Based Fire Education and received a grant to implement such programs. In another study conducted by USFA, South Carolina was identified as one of four states leading the way with effective fire education programs. Partnering with DHEC, a \$150,000 grant dealing with residential fire safety and the installation of smoke alarms was awarded by the Center for Disease Control.

## ***Field Services***

The Field Services staff continued to work to improve their inspection skills and overall employee skills. This was done by attending periodic training classes including proper handling of LP Gas, code changes, legal requirements and customer relations.

The deputies were also encouraged to participate in a wide range of other professional association activities, such as attending their county fire chiefs' association and other fire service organizations. They were encouraged to keep these organizations abreast of changes in code and regulations as they occurred.

The staff continues to work to improve the delivery of services to our customers.

### ***Inspections for Codes Compliance***

Inspections continue to be one of the core functions. Listed below are some of the activities and inspections conducted by deputy state fire marshals.

#### ***Building Inspections***

Assembly .....	104
College .....	182
Office .....	89
Day care facilities .....	1,496
Schools .....	1,244
Factory/Industrial .....	49
Hazardous .....	1
State Prisons .....	612
Local Detentions .....	131
Hospitals/Nursing Homes .....	3
Mercantile .....	28
Foster Homes .....	3,580
Group Homes .....	186
CTH/SLP Homes .....	1,064
Family Group Homes .....	208
Hotels/Motels .....	5
Apartments .....	5
Storage .....	3
State Owned Buildings .....	421

#### ***Other Inspections***

LP Gas .....	737
Fire Equipment .....	357
Fire Protection Systems .....	488
Fireworks .....	11
Explosives .....	283
Above-ground Fuel Tanks .....	10
Assist Local Inspectors .....	424
Reinspections .....	1,940
Complaint Inspections .....	40
TOTAL .....	13,701

### ***Engineering Services***

#### ***Plans Reviews***

The engineering staff provides comprehensive reviews of building designs and building systems to determine compliance with state laws, regulations and codes. These may be plans of state buildings which are referred by the state engineer's office, day care centers referred by the Department of Social Services (DSS), local prisons referred by the SC Department of Corrections, building plans referred by local jurisdictions, and others as required by state law. This service can identify unsafe designs before the building is constructed, resulting in less expensive and often more effective code compliance. The staff's efforts to improve and streamline the review process with fewer delays for the "customer" (owners, designers, contractors) continues. In FY 99-00, 503 projects were reviewed.

### **Technical Assistance**

The staff provides technical assistance to owners, designers, contractors and private citizens, as well as state and local government officials. This assistance is provided through phone conversations, meetings, on-site visits and letters. The type of assistance ranges from simple questions on requirements, to large and difficult fire protection engineering problems that are not specifically addressed by codes. The office maintains a comprehensive and up-to-date reference library for research into the latest opinions and methods of fire protection design. The staff also maintains working relationships with regional and national fire protection organizations. This information base, coupled with a trained staff specializing in all aspects of fire and life safety design, is a resource that is not available anywhere else in South Carolina.

### **Education**

In FY 99-00, the engineering staff continued to expand its role in educating designers, contractors and local officials about fire protection requirements and methods. The staff conducted presentations at seminars and professional association meetings, taught courses and published newsletter articles. The State Fire Marshal's Certification Course student handbook and presentation materials were updated to reflect newly adopted regulations. The State Fire Marshal's Certification Course presentation was put into a PowerPoint format. The target is a proactive approach to fire protection at the local government and contractor levels. This will enable local officials and designers to solve compliance problems at the local level and allow the Office of the State Fire Marshal to provide expertise in situations where it is most needed.

	<u>FY95-96</u>	<u>FY96-97</u>	<u>FY97-98</u>	<u>FY98-99</u>	<u>FY99-00</u>
Plans reviewed	451	509	564	614	503
Fire Marshal certification courses					
Students	*	120	298		
Classes	4	6	11	9	7
Professional association presentations	*	2	2	4	5
Articles published in "Fire & Life Safety News"	*	2	5	6	2

\*New performance measures. Information is not available for previous years.

## **South Carolina Fire Academy**

The Fire Academy's mission is to develop an instructional delivery system through which a standardized, statewide firefighter training curriculum is developed and implemented to train a maximum number of career, volunteer and industrial fire service personnel. Services are provided to accomplish the following activities: developing the skills necessary to command and control emergency operations involving fire, rescue and hazardous materials incidents; developing the managerial and leadership skills for all levels of fire service officers; and developing skills in fire department support functions to include public fire education, fire prevention inspections and investigations.

The Fire Academy has three separate program areas: Resident Training; Regional Training; and Curriculum, Instructor Certification and Accreditation. South Carolina has an estimated 800 fire departments with 18,000 paid and volunteer firefighters. Last year, the Fire Academy trained 14,641 public fire service and emergency personnel and 2,503 industrial fire brigade members.

### ***Resident Training***

The Fire Academy has been in operation at its present site since July 1995. This premier state fire-training Fire Academy features modern classrooms, a 60-room dormitory, cafeteria, drill tower, six-bay fire station, student processing center, two burn buildings, flammable liquid and gases training, propane live-fire training, and two computer-controlled Federal Aviation Agency-funded aircraft training props. Many specialized programs that require live burns are conducted at the Fire Academy site. Also, many industrial customers come to the Fire Academy for their emergency training. Last year, we conducted 168 industrial programs with 2,503 students attending. Industrial customers are both in-state and out-of-state companies. We charge a reasonable fee for this training, and the revenue helps operate the Fire Academy. Industrial revenue is about 33 percent of the Fire Academy budget. The Fire Academy also conducts haz-mat and rescue programs for the Emergency Preparedness Division, funded by Federal Emergency Management Agency (FEMA) grants. The Fire Academy received an \$80,000 grant from FEMA and the National Fire Academy to conduct specialized terrorism and rescue programs and to purchase equipment, books and materials to support these programs.

### ***Curriculum, Accreditation and Certification***

The Fire Academy operates an instructor certification program for more than 635 part-time instructors, who teach courses at the Fire Academy, and in their local fire departments. The instructor certification system requires entry-level and recertification requirements. The certification system is a key element in the delivery of 85 percent of all Fire Academy off-campus training. The main focus of the Curriculum Section this year has been the full implementation of the Firefighter I and Firefighter II Programs. This implementation was the first major change to our firefighter basic curriculum in more than 15 years. Three new courses were designed during this process to replace the 1100 series of training that had served our state well since the mid-80s. The three new courses were designed to take a new firefighter from the basic Occupational Safety and Health Agency requirements (Course 1152) and provide them a path of progression through Firefighter I and Firefighter II (Courses 1153 and 1154). Both of these courses meet the National Fire Protection Association National Standard 1001, "Qualifications for Professional Firefighter." This implementation required purchasing an in-house production of several curriculum elements. The total cost of materials for implementation was more than \$87,000. The Fire Academy received a one-time donation from the South Carolina Firemen's Association of \$50,000 toward the total cost of this project. This played a significant part in allowing the Fire Academy to make this needed change to meet International Fire Service Accreditation Congress accreditation and certification requirement. Other major curriculum projects included the updating of several industrial programs and hazardous materials courses along with the development of the Fire and Life Safety Education I Program.

The Fire Academy operates a firefighter certification program that is accredited by the International Fire

Service Accreditation Congress. The Fire Academy's program includes seven separate certification areas: Firefighter I, Firefighter II, Driver/Operator, Instructor I, Fire Officer I, ARFF and Fire and Life Safety Educator I. Last year, the Fire Academy provided testing and certified 766 firefighters.

### ***Regional Training***

The Fire Academy operates six regional offices, three with full-time staff personnel, and three with part-time staff personnel. The regional offices coordinate and schedule training programs to be conducted at local fire departments or at the regional offices. Many programs are conducted locally and departments send their students to the Fire Academy for their live fire burns and for special programs that cannot be offered in the field. Last year, the Fire Academy trained about 12,573 of the total 17,144 students through its regional office network. Using a training concept known as "train-the-trainer," the Fire Academy trains the public fire department's training staff in educational methodology and specific fire courses. This system is efficient in that the Fire Academy issues certificates and maintains course records, but does not provide salary compensation or travel for instructor services. It does supervise and oversees the training for course quality and standard compliance.

# DIVISION OF LABOR

State of South Carolina and federal laws are the source of various rights employers and employees have in their employer/employee relationships. LLR, Division of Labor, is one of several state and federal agencies which administers the laws. Occupational safety, payment of wages, child labor, migrant labor and mediation of disputes between unions and businesses all fall under this division. Elevators and amusement rides also are regulated through this division.

## Office of Occupational Safety and Health

### Compliance Section

The purpose of the state Occupational Safety and Health Act is to assure working men and women a safe and healthful working environment. To see that the objectives of the act are met, the Compliance Section staff of 16 compliance officers and nine industrial hygienists conducts inspections to ensure compliance with safety standards and initiate enforcement procedures in cases of noncompliance.

During FY 99-00, the Compliance Section conducted 1793 inspections. Safety inspections numbered 1,572 or 87.7 percent of this total. Health inspections numbered 221 or 12.3 percent of total inspections.

A further analysis of compliance activity reveals the following:

- 1,110 planned inspections
- 221 complaint inspections
- 74 accident and fatality investigations, which involved 32 fatalities
- 25 referral inspections
- 86 unprogrammed related inspections
- 62 follow-up inspections
- 178 programmed related inspections
- 37 monitoring inspections

A total of 4,405 violations were cited. The 1,532 other than serious violations accounted for 34.8 percent; 2,863 serious violations accounted for 65 percent; and 7 repeat violations accounted for .2 percent of the total violations. The adjusted penalties for these violations amounted to \$765,576.00. Penalties collected totaled \$665,409.00. During the fiscal year, three willful violations, which accounted for less than 1 percent of total violations, were given.

## OSHA Compliance Activity Fiscal Year 1999-2000

Inspections	1,793
Case Hours	23,617
Case Hours Per Inspection	13.7
Violations	4,405
Serious	2,863
Repeat	7
Other	1,532
Willful	3
Number In Compliance	486
Percent In Compliance	27.1%
Employees Covered	129,725
Employees Covered Per Inspection	72
Percentages:	
Safety Inspections	87.7%
Planned Inspections	61.9%
Accident and Fatality Investigations	4.1%
Complaints	2.3 %
Referrals	1.4 %
Follow-up Inspections	3.5 %
Unprogrammed Related	4.8 %
Programmed Related	9.9 %
Monitoring	2.1 %
Health Inspections	12.3 %

## Technical Support Section

### *Integrated Management Information System*

This section has the responsibility to compile, analyze and prepare accurate data concerning safety and health inspections and activities which will assist in the management of the state OSH program. Data collected is used to plan, direct and evaluate the OSH program and to provide objective information on which to base policy decisions.

## Statistics Section

### *Annual Occupational Injuries and Illnesses Survey*

The annual Bureau of Labor Statistics (BLS) Survey of Occupational Injuries and Illnesses by Standard Industrial Classification (SIC) and the Census of Fatal Occupational Injuries (CFOI) Program are conducted by the Statistics Section of OSH in cooperation with the U.S. Department of Labor, Bureau of Labor Statistics.

Only a relatively small percentage of the total private sector employers are required to report on the BLS survey. Data collected in this survey is based on uniform recordkeeping requirements, which are mandatory under provisions of both the 1970 Occupational Safety and Health Act and corresponding state laws. The data compiled in this survey is used to provide a management tool for safety engineers and persons interested in measurements of work injuries and illnesses.

During 1998, workers in South Carolina's private industry experienced job-related injuries and illnesses at a rate of 5.7 per 100 full-time employees. Of the 1,449,900 persons employed in South Carolina's private sector workforce in 1998, about one out of every 18 workers suffered a work-related injury or illness. A total of 73,200 occupational injuries and illnesses were reported in South Carolina's private industry workplaces in 1998, a 3.9 percent decrease from 1997. Of the 73,200 recordable cases, an estimated 30,300 cases involved lost workdays. About 95.6 percent of the recordable cases were occupational injuries, and 4.4 percent were illnesses.

BLS survey questionnaires were mailed to 4,142 BLS sample units. A relatively small portion of these were excluded because:

- The employer was no longer in operation;
- They were included in a report for another location;
- Duplicate survey forms were received for the same location; or
- The survey form was not mailed because of an inadequate address.

Mailings, original and follow-up, and telephone calls resulted in 3,143 usable BLS survey questionnaires.

A total of 139 fatal occupational injuries were reported in South Carolina in 1999 under the CFOI Program. Highway accidents were the leading cause of the fatal work injuries in South Carolina accounting for 48 fatal injuries, followed by 21 homicides.

For further analysis and detailed data on the BLS survey or the CFOI program, please call the Statistics Section of OSH at (803) 734-4298.

## Standards Section

Two public hearings were held during FY 99-00 to correct, amend or revise 10 existing OSHA standards. The following telephone calls were addressed:

<b>Reason for Telephone Call</b>	<b>Number of Calls</b>
Standards Information	2,079
Technical Information/Advice	427
Standards Interpretation	533
General Information	365
Referrals	<u>1,043</u>
TOTAL	4,447

## Legal Review Section

During fiscal year 99-00, 34 inspections resulted in protested citations. These protests were docketed with the South Carolina Occupational Health and Safety Review Board for hearing under the rules of the board. During this period, 32 cases were closed by agreement of the parties. Others were heard by the board.

# South Carolina Occupational Health and Safety Review Board

Under §41-15-600 through §41-15-640, South Carolina Code of Laws, 1976 (as amended), the South Carolina Occupational Health and Safety Review Board is responsible for hearing and deciding contested cases resulting from citations and penalties and determining time periods for abatement of citations issued by the director of LLR.

The board consists of six members, one from each Congressional district.

## Current Board Members

**Fred R. Rothaermel**  
*Congressional District #1*

**Vacant**  
*Congressional District #2*

**Roy R. Hemphill**  
*Congressional District #3*

**Vacant**  
*Congressional District #4*

**Elaine L. Craft**  
*Congressional District #5*

**Walter M. Riggs**  
*Congressional District #6*

### S.C. Occupational Health and Safety Review Board Activity Fiscal Year 1999-2000

<u>Review Board Member</u>	<u>No. of Cases Assigned</u>
Fred R. Rothaermel	24
Roy R. Hemphill	8
J. Blake Lindsey	2
Walter M. Riggs	0
TOTAL CASES	34

## Office of OSHA Voluntary Programs

The Office of OSHA Voluntary Programs provides safety and health courtesy inspections, technical assistance, and safety and health training to aid the business community of South Carolina in voluntary compliance with all areas of the Occupational Safety and Health Act. Services are free to both public and private sector employers upon request. Training resource materials, brochures, booklets, audio-visual programs, seminars, lectures and extended courses have been developed to assist employers in providing their employees a safe and healthful work environment.

The Voluntary Protection Program (VPP) or Palmetto Star Program continues to recognize manufacturing facilities that have exemplary safety and health records and reduced injury and illness rates.

### Education and Training Activity Fiscal Year 1999-2000

<b>INDUSTRY TYPE</b>	<b># OF TRAINING PROGRAMS</b>
General Industry	198
Construction	37
Health	273
Local Government	129
State Government	70
TOTAL	707
Contact hours	23,095
Trainees	9,588

### Consultation Activity Fiscal Year 1999-2000

Requests received	498
Total consultative visits	464
• Courtesy inspections	441
• Technical assistance	9
• Follow-ups	14
Total: Establishments visited	464
Total: Hazards identified	8,631
Total: Hazards corrected	8,619
Employees affected	27,418
Workplaces achieving voluntary compliance (2 referred to compliance)	462

## Palmetto Star Program Activity Fiscal Year 1999-2000

Approved Palmetto Star Sites: 36

SIC #:

15	1
87	1
221	1
222	2
2221	6
2228	1
225	1
2258	2
226	1
2261	1
2262	2
2269	1
228	1
2281	2
2282	2
2299	1
2411	1
243	1
2671	1
2824	1
2869	2
3443	1
3714	1
3724	1
3795	1

Document Submission for Review	1
Re-evaluations (3 yrs. re-evaluation)	10
Pending On-site Review	0
Denial/Withdrawal	0
Onsite Initial	2

# Office of Elevators and Amusement Rides

The office was created in 1986 to administer the South Carolina Elevator Code and the South Carolina Amusement Ride Safety Code. To ensure compliance with both codes, the licensing staff of 11 inspectors conducts inspections of new and existing elevator facilities and amusement rides.

## ***Elevator Safety Inspections***

Under Chapter 16 of Title 41 of the South Carolina Code of Laws, 1976 (as amended), the Office of Elevators and Amusement Rides administers regulations governing construction, alteration, and installation of new elevators, escalators, dumbwaiters, handicapped lifts and moving walks. It also administers safety standards for existing facilities. All safety standards are national consensus standards as published by the American National Standards Institute. The office, and the private inspectors it licenses, inspects elevator facilities and issues operating certificates.

Since registration of elevators and related equipment formally began in July 1986, 7,677 elevators and related equipment have been registered in South Carolina. The highest number of registered facilities were in Richland, Charleston, Greenville and Horry counties. The Office of Elevators and Amusement Rides conducted 6,702 inspections of elevators, escalators, dumbwaiters, handicapped lifts and moving walks. Licensed private inspectors conducted an additional 1,094 inspections. There were 7,796 inspections of elevator-related equipment in FY 99-00.

Fees for the inspections performed by the Office of Elevators and Amusement Rides are based on the contract price for new elevators under construction or the number of floors served by existing elevators. Fees collected for elevator inspections and permitting are as follows:

Inspections and Permits	\$844,169.37
Elevator Fines	<u>\$3,711.17</u>
TOTAL	\$847,880.54

### ***Amusement Ride Safety Inspections***

Under Chapter 18 of Title 41 of the South Carolina Code of Laws 1976 (as amended), the Office of Elevators and Amusement Rides administers regulations to guard against injuries in the assembly, disassembly and use of amusement devices at carnivals, fairs and amusement parks. The office, and any special inspector it licenses, inspects amusement devices and issues operating permits. Inspection fees are based on the type of device being inspected and are set by regulation no more than once per year.

During FY 99-00, the office issued 733 operating permits for amusement devices and collected \$69,112 in inspection fees. Fines and re-inspection fees for rides that did not comply with state laws totaled \$8,562 this year.

### ***Bungee Jumping***

The office began regulating the practice of bungee jumping in July 1994. In FY 99-00, the only site in the state was Myrtle Beach. The office collected \$450 in inspection fees.

## **Amusement Device Inspection Activity**

### **Fiscal Year 1998-99**

Initial Inspection	636
Accident	1
Re-inspection	14
Complaints	3

# Office of Labor Services

## Wages

The Office of Labor Services is responsible for enforcing the South Carolina labor laws regarding payment of wages and child labor. The Payment of Wages Law requires employers to give written notice to employees of certain key provisions of their wages, to pay according to this notice and to keep records of the payments. LLR is authorized to make inspections, issue warnings and citations and assess civil penalties for violations of the act.

The state's child labor laws allow the agency to make findings concerning employers who engage in any oppressive child labor actions, to issue warnings and to assess civil penalties.

During FY 99-00, 1,873 business were investigated; 1004 warnings were issued for violations of the recordkeeping requirement of 41-10-30; and 773 citations were issued for violations of 41-10-40, payment of wages accounting for \$142,830 in assessed penalties and \$78,888.00 in collected penalties.

### Wage-Related Activity Fiscal Year 1999-2000

Complaints received	1,873
Complaints investigated	1,873
Warnings issued	1,004
Citations issued	773
Violations cited	4,810
Average number of violations per investigation	2.56
Compliance investigations (includes follow-ups and child labor)	188

### Child Labor Activity Fiscal Year 1999-2000

Child Labor investigations	96
Warnings issued	24
Citations issued	22
Violations cited	31

## Office of Labor-Management Mediation

Under §41-17-10 of the South Carolina, 1976 (as amended), the LLR director is responsible for assisting in the settlement of labor disputes (except railroads and express companies doing business by rail). Through the Office of Labor-Management Mediation, the director investigates industrial disputes, strikes, lockouts, and their causes, and tries to help the two sides reach an agreement. When requested by both sides, mediators will act as arbitrators or appoint other arbitrators. In general, the Office of Labor-Management Mediation tries to eliminate the causes of misunderstanding and differences between organized labor and management.

This office also administers the South Carolina Right to Work Law (S.C. Code of Laws, §41-7-10 through §41-7-90), which provides that the rights of workers shall not be denied or abridged based upon their affiliation or non-affiliation with a labor union. During FY 99-00, 35 Right to Work complaints were received.

During FY 99-00, the Office of Labor-Management Mediation monitored and/or participated in 176 contract negotiations involving 10,519 union employees. One strike was reported that involved 25 union workers and a total of 1,200 lost work hours.

### Mediation Activity Fiscal Year 1999-2000

Contracts negotiated	176
Union workers involved in negotiations	10,519
Right to Work cases	35
Strikes reported	1
Workers involved in strikes	625
Work hours lost due to strikes	1,200

# Migrant and Seasonal Farm Workers Commission

The South Carolina Migrant and Seasonal Farm Workers Commission is charged with the responsibility of “examination and supervision of the migrant labor programs in South Carolina, the cooperation with state and federal agencies in improving existing programs, and the coordination of programs to improve the conditions for migrant labor.”

The office operates as a clearinghouse by assisting, coordinating and monitoring programs and services provided by public and private organizations.

The office works closely with all agencies addressing the laws pertaining to farmers and migrant and seasonal farm workers in South Carolina.

During FY 99-00, the office accomplished the following goals:

1. Participated in addressing problems and issues that affected migrant and seasonal farm workers. These cases involved housing, hiring practices, emergency assistance, terminations, immigration and referrals.
2. Continued to operate a toll-free telephone line with voice mail features in English and Spanish so that farm workers and individuals would have access to the office when it is closed or the staff is out of the office.
3. Distributed the South Carolina OSHA poster and the *Services for Migrant Workers* handbook in English and Spanish, which includes emergency numbers to help farm workers and growers obtain services when needed.
4. Distributed the video package containing two videos, “Steps to Compliance—An Educational Tool for Growers in South Carolina” and “Avoiding Immigration Discrimination in Agriculture” to grower’s associations, agencies and individuals.
5. Collected and distributed clothing, toys, books and toiletries for migrant workers.
6. Worked with a non-profit company to obtain a grant for migrant housing.
7. Spoke to church and civic groups about migrant workers in South Carolina.

# South Carolina Migrant and Seasonal Farm Workers Commission

Under South Carolina Code of Laws 46-43-20, 1976 (as amended), the South Carolina Migrant and Seasonal Farm Workers Commission is responsible for “maintaining a continuing consultative examination and supervision of the migrant labor program relating to living conditions; health, housing and public assistance and the coordination of federal, state and local programs relating thereto.”

## SOUTH CAROLINA MIGRANT AND SEASONAL FARM WORKERS COMMISSION

**A. Bill Jenkins, chairman**  
**Thompson Smith, vice chairman**

**Raymond Tumbleston**

*Vegetable grower  
Edisto Island, S.C.*

**Carroll Johnson**

*Southeast/Williamsburg Baptist Assoc.  
Hemingway, S.C.*

**Thompson Smith**

*SC Farm Bureau Federation  
Columbia, S.C.*

**A. Bill Jenkins**

*Sea Island Health Care Group  
Johns Island, S.C.*

**O. Belton Sanders**

*S.C. Employment Security Commission  
Wadmalaw Island, S.C.*

**Adair McKoy**

*Tomato grower  
Wadmalaw Island, S.C.*

**Robert F. McCurry**

*Peach grower  
Vance, S.C.*

**Barbara Coleman**

*Telamon Corporation  
Columbia, S.C.*

**Mary D. Ruschky**

*S.C. Department of Labor, Licensing and Regulation  
Columbia, S.C.*

**Miriam N. Bickley**

*Department of Social Services  
Columbia, S.C.*

**Ben Gramling, II**

*Apple grower  
Gramling, S.C.*

**Lazetta Bruce**

*Peach grower  
Campobello, S.C.*

**Genova McFadden**

*S.C. Department of Health and Environmental Control  
Office of Migrant Health  
Columbia, S.C.*

**J. J. Diaz**

*Iglesia Biblica Latina Americana, A.R.P.  
Columbia, S.C.*

**Dorothy Snowden**

*Tobacco grower  
Hemingway, S.C.*

# DIVISION OF PROFESSIONAL AND OCCUPATIONAL LICENSING

Occupational licensure has a long history. Modern day licensure has its roots in workers' guilds, which can be traced back to the 10th century in England. The first modern effort to regulate occupations and professions was Virginia's medical practice act in 1639. In the late 1800s, state licensure activity began in earnest, and by 1900, a majority of the states had licensed attorneys, dentists, pharmacists, physicians and teachers. Between 1900 and 1960, most states licensed an additional 20 occupations and professions including accountants, nurses, real estate brokers, barbers, hairdressers, chiropractors and funeral directors. Today, more than 80 occupations and professions are licensed by one or more states.

Occupational licensing is an exercise of the state's inherent police power to protect the health, safety and welfare of its citizens. State licensure is deemed appropriate when:

- unqualified practice poses a serious risk to a consumer's life, health, safety or economic well-being;
- the public cannot accurately judge a practitioner's qualifications; and
- benefits to the public clearly outweigh potential harmful effects of licensure (such as a decrease in the supply of practitioners).

The absence of these conditions generally indicates that licensure is not justified or that some alternative form of regulation such as registration or certification may be appropriate. Proponents of licensure argue that the purpose of licensure is to raise standards of practice, ensure quality service and establish accepted codes of ethical behavior. In the past two decades, awareness of licensure's concomitant responsibility to promote continuing professional education and competence and to enforce licensure laws against fraudulent, incompetent and unethical behavior, has grown.

On Feb. 1, 1994, Act 181 created the South Carolina Department of Labor, Licensing and Regulation (DLLR). This act restructured a significant portion of state government by merging the Department of Labor, the State Fire Marshal's Office, the South Carolina Fire Academy and 38 professional and occupational licensing boards to form a new agency. The Professional and Occupational Licensing (POL) Division was established to oversee the administration of the licensing boards. The boards are categorized and separated into three related offices:

Business and Related Services  
Office of Health and Medically Related Professions  
Office of Property, Environmental, Design and Construction Services

The administration office for the POL division is the focal point and liaison office for all POL office groupings. Administration staff deals with issues which include:

- participation in agency strategic planning
- analysis of program effectiveness and cost efficiency
- assessment of information technology direction
- professional legal direction to boards during administrative hearings
- response to inquiries regarding licensing matters or other concerns and resolution of complaints
- oversight of procurement, personnel and other agency administrative matters
- investigation of diverse problems or situations which arise within the division
- coordination of the DSS Child Support Enforcement Division license revocation process

# Board of Accountancy

Administrator: Robert W. Wilkes, Jr.  
E-mail Address: robin@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329  
Telephone: (803) 896-4492 Fax: (803) 896-4554

Board Established: 1915  
SC Code of Laws Section: 40-2-70, et seq. Regulation: 1-10, et seq.  
Board Member Slots: 9 Board Meetings: Monthly  
Licensure Period: July 1 - June 30 Reciprocity Accepted: N/A

## PROGRAM DESCRIPTION

The board examines applicants and issues certificates and licenses to certified public accountants, public accountants and accounting practitioners. The board may discipline certificate and license holders, prescribe rules and regulations, investigate complaints, and in general, regulate the practice of accounting in the state.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
CERTIFIED PUBLIC ACCOUNTANT	4,360	315
PUBLIC ACCOUNTANT	50	0
ACCOUNTING PRACTITIONER	127	19

Total Licenses Issued 99-00 (All Categories): 4,871

Exams Passed: 158  
Exams Failed: 818  
Complaints: 32  
Investigations: 32  
Board Hearings: 5  
Licenses Revoked: 96  
Licenses Suspended: 1

# Board of Architectural Examiners

Administrator: Jan B. Simpson  
E-mail Address: simpsonj@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
Assistant Deputy Director: Robert Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 201  
Mailing Address: P. O. Box 11419  
Columbia, SC 29211-1419

Telephone: (803) 896-4408 Fax: (803) 896-4410

Board Established: 1917  
SC Code of Laws Section: 40-3-05, et seq. Regulation: 11-1, et seq.  
Board Member Slots: 6 Board Meetings: Quarterly  
Licensure Period: Architects - July 1 - June 30 Reciprocity Accepted: Yes  
Firms - January 1 - December 31

## PROGRAM DESCRIPTION

The board's mission is to safeguard the health, safety and welfare of the citizens of South Carolina by registering and regulating architects to ensure competent practitioners in the profession. The board establishes standards of conduct, investigates complaints and engages in disciplinary action when necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
ARCHITECT	3,082	253
ARCHITECTURAL FIRM	922	143
Total Licenses Issued 99-00 (All Categories):		<u>4,004</u>

Exams Passed: 18  
Exams Failed: 0  
Complaints: 73  
Investigations: 67  
Board Hearings: 5  
Licenses Revoked: 0 (Board action)  
Licenses Suspended: 0  
Licenses Lapsed: 250 (Failure to renew)

# Athletic Commission

Administrator: Randall L. Bryant  
E-mail Address: bryantr@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4494 Fax: (803) 896-4484

Board Established: 1984  
SC Code of Laws Section: 52-7-10, et seq. Regulation: 20-10, et seq.  
Board Member Slots: 7 Board Meetings: Monthly  
Licensure Period: January 1 - December 31 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The commission directs, manages and controls boxing, wrestling, sparring events, exhibitions, athletic contests and performances occurring in South Carolina. The commission stresses protection of the participants of athletic events. It investigates complaints and provides disciplinary actions whenever necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
BOXER	N/A	84
KICKBOXER	N/A	0
SECOND MANAGER	N/A	11
PROMOTER	N/A	18
WRESTLER	N/A	32
JUDGE	N/A	375
TRAINER	N/A	12
REFEREE	N/A	4
ANNOUNCER	N/A	35
TIMEKEEPER	N/A	25
MATCHMAKER	N/A	6
		1

Total Licenses Issued 99-00 (All Categories): 603

Complaints: 10  
Investigations: 10  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 9  
Inspections: 15

# Auctioneers Commission

Administrator: Lou Ann Pyatt  
E-mail Address: pyattl@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329  
Telephone: (803) 896-4494 Fax: (803) 896-4484

Board Established: 1977  
SC Code of Laws Section: 40-6-10, et seq. Regulation: 14-10, et seq.  
Board Member Slots: 5 Board Meetings: Quarterly  
Licensure Period: July 1 - June 30 Reciprocity Accepted: Yes

## PROGRAM DESCRIPTION

The commission monitors and regulates through its statutes, regulations and policies, the standards of conduct for auctioneers, apprentice auctioneers and auction firms in the state.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
AUCTIONEER	934	113
APPRENTICE AUCTIONEER	5	5
AUCTION FIRM	151	25

Total Licenses Issued 99-00 (All Categories): 1,233

Exams Passed: 58  
Exams Failed: 20  
Complaints: 11  
Investigations: 11\*  
Board Hearings: 2  
Licenses Revoked: 1  
Licenses Suspended: 0

\*During FY 99-00, 13 Consent Orders were issued, resulting in fines being levied against licensees.

# Board of Barber Examiners

Administrator: Eddie L. Jones  
E-mail Address: jones@llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P.O. Box 11329

Columbia, SC 29211-1329  
Telephone: (803) 896-4585 Fax: (803) 896-4484

Board Established: 1937  
SC Code of Laws Section: 40-7-10, et seq. Regulation: 17-10, et seq.  
Board Member Slots: 5 Board Meetings: Bi-Monthly  
Licensure Period: July 1 - June 30 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The board is responsible for licensing all barbers, barber shops, barber colleges and instructors. The board is also responsible for conducting examinations of barbers and instructors. Regular inspections are made in all barber shops and barber schools in the state. In addition, the board investigates complaints and provides discipline when necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
REGISTERED BARBER LICENSE	1,587	153
APPRENTICE BARBER LICENSE	0	106
TEACHER LICENSE	338	38
STUDENT PERMIT	22	200
BARBER ASSISTANT LICENSE	14	7
BARBER SHOP LICENSE	1,427	72
BARBER SCHOOL LICENSE	14	0
MASTER HAIRCARE SPECIALIST	1,677	115

Total Licenses Issued 99-00 (All Categories): 5,770

Exams Passed:	640	Board Hearings:	89
Exams Failed:	305	Licenses Revoked:	2
Routine Inspections:	1,476	Licenses Suspended:	6
Complaints:	20	Investigations:	20

# Board for Barrier Free Design

Administrator: Gary F. Wiggins  
E-mail Address: wigginsg@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 102  
Mailing Address: P. O. Box 11329

Columbia, SC 29211-1329  
Telephone: (803) 896-4684 Fax: (803) 896-6038

Board Established: 1974

SC Code of Laws Section: 10-5-210, et seq. Regulation: 19-400, et seq.

Board Member Slots: 9 Board Meetings: Quarterly

Licensure Period: NO LICENSES ISSUED Reciprocity Accepted: N/A

## PROGRAM DESCRIPTION

The board was created to establish, publish and enforce standards necessary to eliminate architectural barriers to entry and use of public and governmental buildings by citizens with physical disabilities. The mission is to encourage and enable persons with disabilities to achieve maximum personal independence, become gainfully employed, use and enjoy public and governmental buildings and participate fully in society. The board investigates complaints and provides assistance to the construction industry.

## STATISTICAL INFORMATION 1999-2000

Routine Inspections: 28

Complaints: 156

Investigations: 78

Board Hearings: 0

# Building Codes Council

Administrator: Gary F. Wiggins  
 E-mail Address: wigginsg@mail.llr.state.sc.us  
 Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
 Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 102  
 Mailing Address: P. O. Box 11329

Columbia, SC 29211-1329  
 Telephone: (803) 896-4688 Fax: (803) 896-6038

Board Established: 1972  
 SC Code of Laws Section: 6-8-10, et seq.; 6-9-60, et seq.; and 23-43-160, et seq.  
 Regulation: 19-470, et seq.; 8-105, et seq.  
 Board Member Slots: 15 Board Meetings: Quarterly  
 Licensure Period: July 1 - June 30 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The council approves building codes which must be adopted by local jurisdictions. The council issues licenses to modular manufacturers, their sales representatives, and approves inspection agencies for manufacturing facilities. Staff reviews and approves design plans for all modular buildings sold in S.C. and issues certification labels for each approved unit to be installed. In 1999-00, there were 600 model designs approved and 2,485 labels issued. The council issues registrations to all code enforcement officers employed by government entities. Staff approves courses for and providers of required continuing education, and the council pays for all certification courses, examinations of certification and continuing education for code enforcement officers.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES:</u>	<u>NEW LICENSES:</u>
<b>MODULAR CONSTRUCTION:</b>		
Modular Bldg. Manufacturer (0-24 Units Built Annually)	68	5
Modular Bldg. Mfr (25+ Units Built Annually)	19	2
Modular Mfr. Representative	135	52
<b>CODE ENFORCEMENT REGISTRATION:</b>		
Building Officials	NA	126
General Combination Inspectors	NA	166
Residential Combination Inspectors	NA	79
Specialty	NA	161
Total Licenses Issued 99-00 (All Categories):	<u>813</u>	

Routine Inspections:	91	Board Hearings:	0
Complaints:	24	Licenses Revoked:	0
Investigations:	0	Licenses Suspended:	0

# Board of Chiropractic Examiners

Administrator: Alana T. Holmes  
E-mail Address: holmesa@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4587 Fax: (803) 896-4719

Board Established: 1932  
SC Code of Laws Section: 40-9-10, et seq. Regulation: 25-10, et seq.  
Board Member Slots: 8 Board Meetings: Bi-Annually  
Licensure Period: July 1 - June 30 Endorsement Accepted: Yes

## PROGRAM DESCRIPTION

The board was created to protect the health and safety of the public by establishing qualifications for entry into the profession and by disciplining those chiropractic practitioners who violate South Carolina laws governing their profession.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
DOCTOR OF CHIROPRACTIC	1,098	118
	Total Licenses Issued 99-00:	<u>1,216</u>

Exams Passed: 118  
Exams Failed: 00  
Complaints: 15  
Investigations: 15  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 1

# Contractors' Licensing Board

Administrator: Ronald E. Galloway  
 E-mail Address: gallowar@mail.llr.state.sc.us  
 Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
 Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 102  
 Mailing Address: P. O. Box 11329  
 Columbia, SC 29211-1329  
 Telephone: (803) 896-4686 Fax: (803) 896-4364

Board Established: 1936  
 SC Code of Laws Sections: 40-11-5, et seq; 40-79-10, et seq; and 23-45-10, et seq.  
 Regulation: 29-1, et seq.  
 Board Member Slots: 8  
 Board Meetings: Quarterly  
 Licensure Period: Mechanical & General Contractors (Biennial) - November 1- October 31  
 Burglar/Fire Alarm (Biennial) - 24 months after date issued  
 Fire Sprinkler (Annual) - August 1 - July 31  
 Reciprocity Accepted: Yes - GA, NC, AL, TX (Limited Number of Classifications)

## PROGRAM DESCRIPTION

The board's mission is to regulate the practice of general and mechanical contracting, burglar and fire alarm system businesses, and fire protection sprinkler contractors. The board investigates complaints and disciplines contractors as necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>Off-Year RENEWALS</u>	<u>NEW</u>	<u>Licenses Issued/Renewed</u>	<u>Total Licenses</u>
GENERAL CONTRACTOR (Biennial)**	NA	995	4,116	5,011
MECHANICAL CONTRACTOR (Biennial)**	NA	510	2,775	3,285
ALARM SYSTEMS BUSINESS (Biennial)**	NA	45	368	413
FIRE PROTECTION/SPRINKLER CONTRACTOR (Annual)	NA	9	135	144

Total Number Licenses in Effect for 1999-00: 8,853\*\*

\* BUSINESS LICENSE REQUIREMENT:

Registered Employee and/or Certified Qualifier	N/A	N/A	13,089 +	N/A
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Exams Passed: 1,055	Investigations:	251
Exams Failed: 889	Board Hearings:	7
Routine Inspections: N/A	Licenses Revoked:	3
Complaints: 173	Licenses Suspended:	4
Violations: 78	Panel Officer Hearings:	18

\* Business entities are required to have registered employee(s) or individual(s) named as the certified qualifier in each classification doing business to remain licensed.

\*\* Noted licenses are issued biennially. The total for the year is inclusive of biennial licenses that were issued in the previous license year, but remain in effect during the current fiscal year.

# Board of Cosmetology

Administrator: Eddie L. Jones  
E-mail Address: jonese@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 102  
Mailing Address: P. O. Box 11329

Columbia, SC 29211-1329  
Telephone: (803) 896-4494 Fax: (803) 896-4484

Board Established: 1934  
SC Code of Laws Section: 40-13-10, et seq. Regulation: 35-10, et seq.  
Board Member Slots: 7 Board Meetings: Bi-Monthly  
Licensure Period: Cosmetologists/Nail Technicians/Estheticians/Instructors - March 10 - 9  
Schools/Salons/Booth - July 1 - June 30

## PROGRAM DESCRIPTION

The board licenses and regulates cosmetologists, cosmetology instructors and schools, estheticians and nail technicians. The Board investigates complaints and disciplines when appropriate.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
SALON	5,557	397
COSMETOLOGIST	14,562	1,425
INSTRUCTOR	382	52
NAIL TECHNICIAN	1,629	376
ESTHETICIAN	173	95
SCHOOL	24	32

Total Licenses Issued 99-00 (All Categories): 24,704

Exams Passed: 1,710  
Exams Failed: 626  
Routine Inspections: 6,451  
Complaints: 86  
Investigations: 86  
Board Hearings: 277  
Licenses Revoked: 5  
Licenses Suspended: 14

# Board of Examiners for Professional Counselors, Marriage and Family Therapists and Psycho-Educational Specialists

Administrator: Marjorie C. Montgomery  
 E-mail Address: montgomm@mail.llr.state.sc.us  
 Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
 Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
 Mailing Address: P.O. Box 11329  
 Columbia, SC 29211-1329  
 Telephone: (803) 896-4658 Fax: (803) 896-4719

Board Established: 1985  
 SC Code of Laws Section: 40-75-10, et seq. Regulation: 36-10, et seq.  
 Board Member Slots: 9 Board Meetings: Every Two Months  
 Licensure Period: Biennial - Issue dates vary, dependent upon date of Board approval  
 Endorsement Accepted: Yes

## PROGRAM DESCRIPTION

The board maintains quality counseling and therapeutic services in South Carolina by licensing qualified professionals. The board provides examinations and licenses for professional counselors, marriage and family therapists, and psycho-educational specialists who have received appropriate education, experience, and have passed the required examination.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>99-00 BIENNIAL RENEWALS:</u>	<u>NEW LICENSES:</u>
PROFESSIONAL COUNSELOR (A&D)	6	23
PROFESSIONAL COUNSELOR	818	87
ASSOCIATE COUNSELOR	7	0
MARRIAGE/FAMILY THERAPIST	166	8
SUPERVISOR - MARRIAGE/FAMILY THERAPIST	35	1
SUPERVISOR - PROFESSIONAL COUNSELOR	168	18
PSYCHO-EDUCATIONAL SPECIALIST	21	17

Total Licenses in Effect in FY 99-00 (All Categories): 2,416\*

Exams Passed:	151	Board Hearings:	0
Exams Failed:	92	Licenses Revoked:	0
Complaints:	23	Licenses Suspended:	0
Investigations:	23	Disciplinary Actions:	2

\* All licenses are issued biennially. The total is inclusive of biennial licenses that were issued in the previous license year, but remain in effect during the 99-00 fiscal year.

# Board of Dentistry

Administrator: H. Rion Alvey  
E-mail Address: alveyh@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randy L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4599 Fax: (803) 896-4596

Board Established: 1875  
SC Code of Laws Section: 40-15-10, et seq. Regulation: 39-10, et seq.  
Board Member Slots: 9 Board Meetings: Bi-Monthly  
Licensure Period: January 1 - December 31 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The board oversees examinations, licensing certification, annual re-registration and regulation of dentists, dental specialists, dental hygienists and dental laboratory technicians in the state. The board investigates complaints and disciplines if needed.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
GENERAL DENTISTRY	1,676	77
DENTAL SPECIALIST	405	15
DENTAL HYGIENIST	1,891	158
DENTAL TECHNICIAN	177	6

Total Licenses Issued 99-00 (All Categories): 4,405

Exams Passed: 21  
Exams Failed: 1  
Routine Inspections: 7  
Complaints: 96  
Investigations: 96  
Board Hearings: 4  
Licenses Revoked: 0  
Licenses Suspended: 5

# Board of Registration for Professional Engineers and Land Surveyors

Administrator: John R. Pitts  
**E-mail** Address: pittsj@mail.llr.state.sc.us  
 Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
 Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 201  
 Mailing Address: P. O. Box 11597  
 Columbia, SC 29211-1597  
 Telephone: (803) 896-4422 Fax: (803) 896-4427

Board Established: 1922  
 SC Code of Laws Section: 40-22-10, et seq. Regulation: 49-10, et seq.  
 Board Member Slots: 8 Board Meetings: Every Two Months  
 Licensure Period: July 1 - June 30  
 Reciprocity Accepted: Comity - Must Meet SC Requirements

## PROGRAM DESCRIPTION

The board administers laws and regulations governing the practice of engineering and land surveying in the state. The board's primary goals are: to ensure that only properly qualified and competent engineers and land surveyors are licensed to practice; promote technical competency and ethical standards consistent with the Rules of Professional Conduct applicable to engineers and land surveyors; and appropriately discipline practitioners who are found guilty of violating laws governing engineering and land surveying.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
PROFESSIONAL ENGINEER	9,299	1,161
PROF ENGINEER & LAND SURVEYOR	226	0
LAND SURVEYOR	915	55
ENGINEERING FIRM (COA)	1,432	371

Total Licenses Issued 99-00 (All Categories): 13,459

Exams Passed: 940  
 Exams Failed: 605  
 Complaints: 168  
 Investigations: 168  
 Board Hearings: 0  
 Licenses Revoked: 2  
 Licenses Suspended: 1

# Board of Environmental Certification

Administrator: Dona Caldwell  
E-mail Address: caldweld@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 201  
Mailing Address: P.O. Box 11409  
Columbia, SC 29211-1409

Telephone: (803) 896-4430 Fax: (803) 896-4424

Board Established: 1966

SC Code of Laws Section: 40-23-10, et seq. Regulation: 51-10, et seq.

Board Member Slots: 9 Board Meetings: Six Times Annually

Licensure Period: July 1 - June 30 Reciprocity Accepted: Yes

## PROGRAM DESCRIPTION

The purpose of the board is to license qualified individuals to protect the environment for the citizens of the state. These licenses include operators of water treatment plants, waste water treatment plants, pools and spas, and well drillers. If necessary, the board will discipline individuals who do not comply with requirements.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES:</u>	<u>NEW LICENSES ISSUED:</u>
CERTIFIED POOL/SPA OPERATOR	1,854	788
WATER TREATMENT	961	368
BIOLOGICAL WASTEWATER	1,505	463
PHYSICAL/CHEMICAL WASTEWATER TREATMENT	1,076	441
WELL DRILLER	517	99

Total Licenses Issued 99-00 (All Categories): 8,072

Exams Passed: 808

Exams Failed: 1,360

Complaints: 4

Investigations: 20

Board Hearings: 2

Licenses Revoked: 1

Licenses Suspended: 1

# Board of Registration for Foresters

Administrator: Lou Ann Pyatt  
E-mail Address: pyattl@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4494 Fax: (803) 896-4484

Board Established: 1961  
SC Code of Laws Section: 48-27-10, et seq. Regulation: 53-10, et seq.  
Board Member Slots: 7 Board Meetings: Quarterly  
Licensure Period: July 1 - June 30  
Reciprocity Accepted: Yes - States with Comparable Licensing Requirements

## PROGRAM DESCRIPTION

The board registers those who are qualified by education and experience to perform professional forestry work for private landowners, wood-using industries, state and federal agencies, and other woodland owners. It receives and investigates complaints, and follows through with appropriate actions against those who violate registration laws.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
FORESTER	753	34

Total Licenses Issued 99-00: 787

Exams Passed: 23  
Exams Failed: 15  
Complaints: 5  
Investigations: 5  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0

# Board of Funeral Service

Administrator: Lou Ann Pyatt  
E-mail Address: pyattl@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211

Telephone: (803) 896-4494 Fax: (803) 896-4484

Board Established: 1955  
SC Code of Laws Section: 40-16-10, et seq. Regulation: 57-10, et seq.  
Board Member Slots: 11 Board Meetings: Quarterly  
Licensure Period: July 1 - June 30 Reciprocity Accepted: Yes

## PROGRAM DESCRIPTION

The board regulates and prescribes standards for funeral service, including embalmers and funeral directors. The board issues funeral home permits and licenses, provides regular inspections for funeral homes, and keeps records of apprentices. The Board maintains a file of public complaints concerning licensees, and the disposition of complaints.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
APPRENTICE FUNERAL DIR/EMBALMER	210	83
FUNERAL DIRECTOR/EMBALMER	1,302	50
FUNERAL HOME	452	7

Total Licenses Issued 99-00 (All Categories): 2,104

Exams Passed: 46  
Exams Failed: 47  
Routine Inspections: 325  
Complaints: 28  
Investigations: 28  
Board Hearings: 1  
Licenses Revoked: 0 \*  
Licenses Suspended: 0

\* During FY 99-00, 16 Consent Orders were issued, resulting in fines being levied against licensees.

# Board of Registration for Geologists

Administrator: Lou Ann Pyatt  
E-mail Address: pyattl@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4494 Fax: (803) 896-4484

Board Established: 1986  
SC Code of Laws Section: 40-77-10, et seq. Regulation: 131-1, et seq.  
Board Member Slots: 5 Board Meetings: Twice Annually  
Licensure Period: July 1 - June 30  
Reciprocity Accepted: Yes (By agreement with certain states which have comparable licensing requirements)

## PROGRAM DESCRIPTION

The board administers and enforces South Carolina law governing the conduct of geologists. It evaluates qualifications, receives complaints, provides discipline and supervises applicant examinations for licensure.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
REGISTERED GEOLOGIST	543	32
GEOLOGIST IN TRAINING	6	6
Total Licenses Issued 99-00: <u>587</u>		

Exams Passed: 20  
Exams Failed: 31  
Complaints: 0  
Investigations: 0  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0

# Board of Long Term Health Care Administrators

Administrator: Dana B. Welborn  
E-mail Address: welbornd@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 202  
Mailing Address: P.O. Box 11329

Columbia, SC 29211-1329  
Telephone: (803) 896-4544 Fax: (803) 896-4555

Board Established: 1970  
SC Code of Laws Section: 40-35-10, et seq. Regulation: 93-10, et seq.  
Board Member Slots: 10 Board Meetings: Quarterly  
Licensure Period: July 1 - June 30  
Reciprocity Accepted: NAB Examination (Score of 113 or Above)

## PROGRAM DESCRIPTION

It is the duty of the board to develop and enforce standards for individuals who work as nursing home or community residential care facility administrators. The board licenses qualified individuals, investigates complaints and takes disciplinary action when required.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
NURSING HOME ADMINISTRATOR	269	39
COMMUNITY RESIDENTIAL CARE FACILITY ADMINISTRATOR	603	110
DUALLY LICENSED ADMINISTRATORS	137	2

Total Licenses Issued 99-00 (All Categories): 1,160

Exams Passed: 219  
Exams Failed: 43  
Complaints: 68  
Investigations: 55  
Board Hearings: 2  
Licenses Revoked: 2  
Licenses Suspended: 0

# Manufactured Housing Board

Administrator: Gary F. Wiggins  
E-mail Address: wigginsg@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 102  
Mailing Address: P. O. Box 11329

Columbia, SC 29211-1329  
Telephone: (803) 896-4682 Fax: (803) 896-6038

Board Established: 1973  
SC Code of Laws Section: 40-29-10, et seq. Regulation: 19-425, et seq.  
Board Member Slots: 11 Board Meetings: Monthly  
Licensure Period: Manufacturers, Sales Persons, Dealers - July 1 - June 30  
Contractors, Installers, Repair Persons - January 1 - December 31  
Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The board enforces and coordinates federal and state laws governing the manufactured housing (mobile home) industry. The board licenses manufacturers, retail dealerships, sales persons, contractors, installers and repair persons, and investigates consumer complaints against licensees. The board is the administrative agency for the U.S. Department of Housing and Urban Development and is required to investigate and enforce federal manufactured housing construction and safety standards.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>CURRENT LICENSES:</u>
MFG HSG RETAIL DEALER	734
MFG HSG RETAIL SALESPERSON	911
MFG HSG MANUFACTURER	125
MFG HSG MULTI-LOT SALESPERSON	1,574
MFG HSG CONTRACTOR	496
MFG HSG INSTALLER	97
MFG HSG REPAIRER	56

Total Licenses Issued 99-00 (All Categories): 3,993

Exams Passed:	837	Investigations:	120
Exams Failed:	544	Board Hearings:	69
Routine Inspections:	2,790	Licenses Revoked:	1
Complaints:	1,395	Licenses Suspended:	2
Consent Agreements:	10	Licenses Denied:	22

# Massage/Bodywork Therapy

Administrator: Eddie L. Jones  
E-mail Address: jonese@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P.O. Box 11329  
Columbia, SC 29211-1329  
Telephone: (803) 896-4588 Fax: (803) 896-4484

Established: 1997  
SC Code of Laws Section: 40-30-10, et seq. Regulation: 2284, et seq.  
Member Slots: 5 - Advisory Panel ; 5 - Disciplinary Panel  
Meetings: At the Call of the Chair  
Licensure Period: July 1 - June 30  
Reciprocity Accepted: Yes

## PROGRAM DESCRIPTION

Administrative licensure is provided for qualified massage/bodywork therapists. This is the Agency's first administrative licensure program with an appointed advisory panel to develop standards and regulations and a separate disciplinary panel to review and determine appropriate disciplinary actions for those who may be in violation of the law.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
MESSAGE/BODYWORK THERAPIST	630	356

Total Licenses Issued 99-00: 986

Routine Inspections: 43  
Complaints: 16  
Investigations: 16  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 1

# Board of Medical Examiners

Administrator: John D. Volmer  
E-mail Address: volmerj@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby B. McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 202  
Mailing Address: P O Box 11289  
Columbia, SC 29211-1289

Telephone: (803) 896-4500 Fax: (803) 896-4515

Board Established: 1920

SC Code of Laws Section: 40-47-10, et seq. Regulation: 81-10, et seq.

Board Member Slots: 10 Board Meetings: Quarterly

Licensure Period: Physician - July 1 - June 30  
Respiratory Care Practitioner - March 1 - February 28  
Physician Assistant - January 1 - December 31

Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The primary mission of the board is to protect the public and fulfill two major functions: (1) licensing physicians, physician assistants and respiratory care practitioners; and (2) investigating and disciplining licensees found to be engaged in misconduct as defined in the Medical Practice Act. This includes illegal, unethical or incompetent conduct.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
PHYSICIAN	11,489	845
PHYSICIAN ASSISTANT	191	70
RESPIRATORY CARE PRACTITIONER	1,627	174

Total Licenses Issued 99-00 (All Categories): 14,396

Complaints: 271

Investigations: 271

Board Hearings: 34

Panel Hearings: 12

Licenses Revoked: 6

Licenses Suspended: 10

# Board of Nursing

Administrator: Martha S. Bursinger  
 E-mail Address: bursingm@mail.llr.state.sc.us  
 Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
 Assistant Deputy Director: Ruby B. McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 202  
 Mailing Address: P.O. Box 12367

Columbia, SC 29211-2367  
 Telephone: (803) 896-4550 Fax: (803) 896-4525

Board Established: 1935  
 SC Code of Laws Section: 40-33-10, et seq. Regulation: 91-10, et seq.  
 Board Member Slots: 9 Board Meetings: Bi-Monthly  
 Licensure Period: February 1 - January 31  
 Reciprocity Accepted: Yes

## PROGRAM DESCRIPTION

The purpose of the board is to assure the safe and effective practice of nursing in South Carolina. The board licenses qualified individuals as registered nurses or licensed practical nurses. Complaints are investigated and disciplinary action is taken when necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES:</u>	<u>NEW LICENSES:</u>
REGISTERED NURSE (RN)	34,808	1,062 (By Exam)
REGISTERED NURSE (RN) REINSTATEMENT	535	1,635 (By Endorsement)
PRACTICAL NURSE (LPN)	10,438	401 (By Exam)
PRACTICAL NURSE (LPN) REINSTATEMENT	235	285 (By Endorsement)
RN OFFICIAL RECOGNITION PRACTITIONER*	663	295
RN PRESCRIPTIVE AUTHORITY*	336	150

\* Licensed Registered Nurses (RNs) who qualify may apply for additional special categories of licensure. These categories of licensure were issued during the fiscal year but are not included in the annual total.

Total Licenses Issued 99-00 (RN and LPN): 49,399

Exams Passed: 1,463 (1062 RN - 401 LPN)  
 Exams Failed: 368 (225 RN - 143 LPN)  
 Complaints: 385  
 Investigations: 360  
 Board Hearings Scheduled: 22  
 Board Hearings: 10  
 Licenses Revoked: 2  
 Licenses Suspended: 78

# Board of Occupational Therapy

Administrator: Brenda M. Owens  
E-mail Address: owensb@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1139

Telephone: (803) 896-4683 Fax: (803) 896-4719

Board Established: 1977  
SC Code of Laws Section: 40-36-5, et seq. Regulation: 94-1, et seq.  
Board Member Slots: 7 Board Meetings: Quarterly  
Licensure Period: March 16 - March 15 (Biennial)  
Reciprocity Accepted: Endorsement Only

## PROGRAM DESCRIPTION

The board examines and issues licenses to qualified occupational therapists and occupational therapy assistants. The board also investigates complaints involving therapists and assistants and disciplines practitioners when necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSE:</u>	<u>NEW LICENSES ISSUED:</u>
OCCUPATIONAL THERAPIST	812	101
CERTIFIED OCCUPATIONAL THERAPIST ASSISTANT	277	57

Total Licenses Issued 99-00 (All Categories): 1,247\*

Exams Passed: 60  
Exams Failed: 2  
Complaints: 0  
Investigations: 0  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0

\* All licenses are issued biennially. The total is inclusive of biennial licenses that were issued in the previous year, but remain in effect during the 99-00 fiscal year.

# Board of Examiners in Opticianry

Administrator: Kate K. Cox  
E-mail Address: coxk@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4681 Fax: (803) 896-4719

Board Established: 1978

SC Code of Laws Section: 40-38-10, et seq. Regulation: 96-10, et seq.

Board Member Slots: 7 Board Meetings: Six - Annually

Licensure Period: October 1 - September 30 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The mission of the board is to administer, coordinate and enforce the provisions of the S.C. Opticianry Law. The board examines and licenses opticians in the state, registers apprentices and administers examinations appropriate to the education and experience of the candidate to determine qualifications to adequately serve the public as an optician. It also investigates complaints and disciplines opticians and apprentices if necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
OPTICIAN	411	21
OPTICIAN (CONTACT LENS)	148	9
OPTICIAN APRENTICE	107	26

Total Licenses Issued 99-00 (All Categories): 722

Exams Passed: 23

Exams Failed: 33

Complaints: 4

Investigations: 4

Board Hearings: 0

Licenses Revoked: 0

Licenses Suspended: 0

# Board of Examiners in Optometry

Administrator: Kate K. Cox  
E-mail Address: coxk@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329

Columbia, SC 29211-1329  
Telephone: (803) 896-4679 Fax: (803) 896-4719

Board Established: 1917  
SC Code of Laws Section: 40-37-10, et seq. Regulation: 95-10, et seq.  
Board Member Slots: 7 Board Meetings: 8 Meetings Annually  
Licensure Period: October 1 - September 30 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The board examines and licenses optometrists to practice in the state. It investigates complaints against licensees and disciplines if necessary. The board determines the quality of vision care to be provided to the public and administers examinations appropriate to the education and experience of candidates to determine whether they are qualified to practice optometry. Licensees must acquire continuing education credits to maintain licenses and stay abreast of the latest developments in the profession.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
OPTOMETRIST	578	33

Total Licenses Issued 99-00: 611

Exams Passed: 42  
Exams Failed: 2  
Complaints: 17  
Investigations: 17  
Board Hearings: 2  
Licenses Revoked: 1  
Licenses Suspended: 2

# Board of Pharmacy

Administrator: Cheryl A. Ruff  
E-mail Address: funderbm@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11927

Columbia, SC 29211-1927  
Telephone: (803) 896-4700 Fax: (803) 896-4596

Board Established: 1876  
SC Code of Laws Section: 40-43-10, et seq. Regulation: 99-43, et seq.  
Board Member Slots: 8 Board Meetings: 3 Times Annually  
Licensure Period: Pharmacists - May 1 - April 30  
Permits - July 1 - June 30  
Technician Registration - July 1 - June 30  
Reciprocity Accepted: Yes

## PROGRAM DESCRIPTION

The board protects the health and safety of the public by: enforcing laws and regulations governing pharmacies; performing annual inspections of drug outlets and pharmacies; issuing licenses to pharmacists, permits to drug outlets and pharmacies, and registrations to technicians; administering the reciprocity process to qualified pharmacists from other states; receiving and investigating complaints; holding administrative hearings against pharmacists, permit holders, and technicians; and developing laws and regulations necessary in the regulation of the pharmacy profession.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE/PERMIT CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
PHARMACIST	5,074	194
PHARMACY OR DRUG OUTLET PERMIT	1,616	420
TECHNICIAN	3,313	4,643*
Total Licenses/Permits Issued 99-00 (All Categories): <u>15,260</u>		

Exams Passed: 247  
Exams Failed: 23  
Routine Inspections: 659  
Complaints: 289  
Investigations: 165  
Board Hearings: 9  
Licenses Revoked: 0  
Licenses Suspended: 1

\*First year of registration authority

# Board of Physical Therapy Examiners

Administrator: Brenda M. Owens  
E-mail Address: owensb@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4655 Fax: (803) 896-4719

Board Established: 1952  
SC Code of Laws Section: 40-45-5, et seq. Regulation: 101-1, et seq.  
Board Member Slots: 9 Board Meetings: Every Two Months  
Licensure Period: January 1 - December 31 (Biennial)  
Reciprocity Accepted: Endorsement Only

## PROGRAM DESCRIPTION

The board administers, coordinates and enforces regulations relating to physical therapy in S.C. This involves the registration of all physical therapists and physical therapist assistants. The board evaluates qualifications of applicants and investigates persons engaged in the practice of physical therapy in order to protect the public from unauthorized and unqualified practitioners.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
PHYSICAL THERAPIST	1,808	192
PHYSICAL THERAPIST ASSISTANT	811	99

Total Licenses Issued 99-00 (All Categories): 2,910\*

Exams Passed: 0 - (Exams administered nationally via computer)  
Exams Failed: 0  
Complaints: 11  
Investigations: 11  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0

\* All licenses are issued biennially. The total is inclusive of biennial licenses that were issued in the previous year, but remain in effect during the 99-00 fiscal year.

# Pilotage Commission

Administrator: Randall L. Bryant  
E-mail Address: bryantr@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Business and Related Services  
Assistant Deputy Director: Randall L. Bryant

Board Location: 110 Centerview Drive, Kingstree Building, Suite 104  
Mailing Address: P.O. Box 11329

Columbia, SC 29211-1329  
Telephone: (803) 896-4415 Fax: (803) 896-4484

Board Established: 1872  
SC Code of Laws Section: 54-15-40, et seq. Regulation: 136-01, et seq.  
Board Member Slots: 6 Board Meetings: Quarterly  
Licensure Period: All licenses issued and renewed by the Commission - None through LLR  
Reciprocity Accepted: No

## PROGRAM DESCRIPTION

No licenses are issued through the Department of Labor, Licensing and Regulation. The Commissioners of Pilotage license qualified harbor pilots for the Ports of Charleston, Port Royal, Georgetown and/or Little River. All applicants must be individually approved and certified by the Commissioners' majority before they are placed into the apprenticeship program for training and qualification for licensure by the Commissions. The Commissions investigate complaints against licensees and take appropriate action when necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
HARBOR PILOTS, CHARLESTON	16	4
HARBOR PILOTS, GEORGETOWN	2	
HARBOR PILOTS, PORT ROYAL	1	

Total Licenses Issued 99-00: 23

Complaints: 2  
Investigations: 2 - Conducted by Commission  
2 - Incident Investigations Conducted by the Coast Guard  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0

# Board of Podiatry Examiners

Administrator: John D. Volmer  
E-mail Address: volmerd@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby B. McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 202  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4685 Fax: (803) 896-4515

Board Established: 1935  
SC Code of Laws Section: 40-51-10, et seq. Regulation: 134-10, et seq.  
Board Member Slots: 5 Board Meetings: Semi-Annual  
Licensure Period: January 1 - December 31 Reciprocity Accepted: Yes

## PROGRAM DESCRIPTION

The board issues licenses to qualified practitioners in podiatric medicine who have received proper training and education in the field. The board investigates consumer complaints and provides discipline if necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
PODIATRIST	128	4
	Total Licenses Issued 99-00: <u>132</u>	

Exams Passed: 4  
Exams Failed: 8  
Complaints: 8  
Investigations: 8  
Board Hearings: 2  
Licenses Revoked: 0  
Licenses Suspended: 0

# Board of Psychology Examiners

Administrator: Patricia F. Glenn  
E-mail Address: glennp@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329  
Telephone: (803) 896-4664 Fax: (803) 896-4687

Board Established: 1968  
SC Code of Laws Section: 40-55-20, et seq. Regulation: 100-10, et seq.  
Board Member Slots: 8 Board Meetings: Every Other Month  
Licensure Period: December 1 - November 30 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The board regulates practitioners of psychology, accepts applications and holds examinations for candidates to practice psychology in S.C. The board has adopted a code of ethics governing licensed psychologists. The board investigates complaints and provides discipline.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
PSYCHOLOGIST	486	33
	Total Licenses Issued 99-00: <u>519</u>	

Exams Passed: 21  
Exams Failed: 5  
Complaints: 11  
Investigations: 11  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0

# Board of Pyrotechnic Safety

Administrator: Robert L. Selman  
E-mail Address: selmanr@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 201  
Mailing Address: P. O. Box 11329

Columbia, SC 29211-1329  
Telephone: (803) 896-4420 Fax: (803) 896-4410

Board Established: 1979  
SC Code of Laws Section: 40-56-10, et seq. Regulation: 19-405, et seq.  
Board Member Slots: 6 Board Meetings: Bi-Annually  
Licensure Period: July 16 - July 15 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The board assures compliance with state laws and regulations pertaining to the storage and sale of pyrotechnics (fireworks) within the state. Licenses are issued to qualified pyrotechnic wholesale distributors, wholesale storage facilities and jobbers of fireworks. Staff provides technical interpretations of the law, performs inspections, investigates complaints and provides assistance to local enforcement officials to assure that facilities which store and sell pyrotechnic products meet state law.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES:</u>	<u>NEW LICENSES:</u>
WHOLESALE FIREWORKS DISTRIBUTOR	20	1
FIREWORKS JOBBER	9	1
WHOLESALE STORAGE (CLASS B)	4	0

Total Licenses Issued 99-00 (All Categories): 35

Routine Inspections: 68 - State-Licensed facilities and permitted storage area inspections  
804 - Municipal/county retail facility conformance inspections  
Complaints: 82  
Investigations: 82  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0

# Board of Real Estate Appraisers

Administrator: Robert L. Selman  
E-mail Address: selmanr@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 201  
Mailing Address: P. O. Box 11847  
Columbia, SC 29211-1847

Telephone: (803) 896-4440 Fax: (803) 896-4404

Board Established: 1991  
SC Code of Laws Section: 40-60-10, et seq. Regulation: 137-100, et seq.  
Board Member Slots: 7 Board Meetings: Quarterly  
Licensure Period: July 1 - June 30 Reciprocity Accepted: Yes

## PROGRAM DESCRIPTION

The board establishes qualifications for appraiser certification, licensure and registration; administers examinations; investigates complaints; provides discipline; and regulates all other matters pertaining to the conduct and activities of real estate appraisers.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
REGISTERED APPRAISER	121	27
LICENSED APPRAISER	349	5
CERTIFIED GENERAL APPRAISER	512	26
APPRAISAL APPRENTICE	492	115
CERTIFIED RESIDENTIAL APPRAISER	564	18

Total Licenses Issued 99-00 (All Categories): 2,360

Exams Passed: 100  
Exams Failed: 61  
Complaints: 53  
Investigations: 32  
Board Hearings: 2  
Licenses Revoked: 0  
Licenses Suspended: 0  
Consent Orders: 7  
Letters of Caution: 7

# Real Estate Commission

Administrator: Robert L. Selman  
E-mail Address: selmanr@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 201  
Mailing Address: P.O. Box 11847

Columbia, SC 29211-1847  
Telephone: (803) 896-4440 Fax: (803) 896-4404

Commission Established: 1956  
SC Code of Laws Section: 40-57-5, et seq. Regulation: 105-1, et seq.  
Member Slots: 9 Board Meetings: Bi-monthly  
Licensure Period: July 1 - June 30 (Biennial)  
Reciprocity Accepted: Yes - Education and Examination (NC, GA, W V, KY)

## PROGRAM DESCRIPTION

As a regulatory office within the POL Division of LLR, the commission establishes qualifications for licensure to practice real estate; ensures licensee compliance with the license law; disciplines licensees found in violation; and recommends legislation which protects the public without stifling innovation and growth within the real estate industry.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY (licenses are renewed biennially)*:</u>	<u>NEW LICENSES:</u>
BROKER-IN-CHARGE	165
BROKER	123
SALESMAN	2,002
TIME SHARE SALESMAN	448
PROPERTY MANAGER-IN-CHARGE	78
PROPERTY MANAGER	147

Total Licenses In Effect 99-00 (All Categories): 30,999 \*

Exams Passed:	4,700	Investigations:	352
Exams Failed:	2,677	Board Hearings:	7
Routine Inspections:	N/A	Licenses Revoked:	14
Complaints:	387	Licenses Suspended:	4
Consent Orders:	46	Letters of Caution:	40

- All licenses are issued biennially. The total is inclusive of biennial licenses that were issued in the previous license year, but remain in effect during the 99-00 fiscal year.

# Residential Builders Commission

Administrator: Robert L. Selman  
E-mail Address: selmanr@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Property, Environmental, Design and Construction Services  
Assistant Deputy Director: Robert L. Selman

Board Location: 110 Centerview Drive, Kingstree Building, Suite 102  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4696 Fax: (803) 896-4656

Board Established: 1974  
SC Code of Laws Section: 40-59-10, et seq. Regulation: 106-10, et seq.  
Board Member Slots: 7 Board Meetings: Monthly  
Licensure Period: July 1 - June 30  
Reciprocity Accepted: Yes - North Carolina

## PROGRAM DESCRIPTION

The commission licenses all residential builders and registers all specialty contractors in residential construction doing business in the state. Additionally, the commission receives and investigates complaints from homeowners who are having problems with builders or specialty contractors.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
RESIDENTIAL BUILDER	7,531	688
SPECIALTY CONTRACTOR	10, 532	NA
HOME INSPECTOR	405	NA

Total Licenses Issued 99-00 (All Categories): 19,331

Exams Passed: 700  
Exams Failed: 551  
Complaints: 1,108  
Inspections: 3,324  
Board Hearings: 84  
Licenses Revoked: 15  
Licenses Suspended: 0  
Orders Against Inactive  
Licenses (Not to Renew) 0

# Board of Social Work Examiners

Administrator: Patricia F. Glenn  
E-mail Address: glennp@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4665 Fax: (803) 896-4687

Board Established: 1968  
SC Code of Laws Section: 40-63-10, et seq. Regulation: 110-10, et seq.  
Board Member Slots: 7 Board Meetings: Every Other Month  
Licensure Period: January 1 - December 31 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The board reviews applicant credentials and licenses social workers who practice in the state. The board licenses four levels of social workers. The board investigates complaints against licensees and disciplines licensees when necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
INDEPENDENT SOCIAL WORKER	678	28
MASTER SOCIAL WORKER	1,603	122
BACCALAUREATE SOCIAL WORKER	1,413	39
TEMPORARY SOCIAL WORKER	N/A	108

Total Licenses Issued 99-00 (All Categories): 3,991

Exams Passed: 160  
Exams Failed: 85  
Complaints: 7  
Investigations: 7  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0  
Disciplinary Actions: 2

# Board of Speech-Language Pathology and Audiology

Administrator: B.J. Washington  
E-mail Address: washingb@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4650 Fax: (803) 896-4719

Board Established: 1974  
SC Code of Laws Section: 40-67-10, et seq. Regulation: 115-20, et seq.  
Board Member Slots: 5 Board Meetings: Quarterly  
Licensure Period: April 1 - March 31 (Biennial)  
Interns Only: Monthly for 12 month period  
Endorsement Accepted: Yes

## PROGRAM DESCRIPTION

The board's primary responsibility is to protect the public through the regulation of professionals who practice speech-language pathology or audiology. It investigates complaints and disciplines when necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
AUDIOLOGIST	131	14
AUDIOLOGIST - INACTIVE STATUS	11	0
AUDIOLOGIST - INTERN	0	6
SPEECH-LANGUAGE PATHOLOGIST	837	60
SPEECH-LANGUAGE- INACTIVE STATUS	37	1
SPEECH-LANGUAGE PATHOLOGIST - INTERN	5	43
SPEECH ASSISTANT	0	0

Total Licenses Issued 99-00 (All Categories): 1,148\*

Complaints: 6  
Investigations: 5  
Board Hearings: 0  
Licenses Revoked: 0  
Licenses Suspended: 0

\* All licenses are issued biennially. The total is inclusive of biennial licenses that were issued in the previous license year, but remain in effect during the 98-99 year.

# Board of Veterinary Medical Examiners

Administrator: Alana T. Holmes  
E-mail Address: holmesa@mail.llr.state.sc.us  
Internet Web Site: www.llr.state.sc.us

POL Office: Health/Medically Related Professions  
Assistant Deputy Director: Ruby Brice McClain

Board Location: 110 Centerview Drive, Kingstree Building, Suite 306  
Mailing Address: P. O. Box 11329  
Columbia, SC 29211-1329

Telephone: (803) 896-4598 Fax: (803) 896-4719

Board Established: 1920  
SC Code of Laws Section: 40-69-10, et seq. Regulation: 120-10, et seq.  
Board Member Slots: 8 Board Meetings: Twice Annually  
Licensure Period: January 1 - December 31 Reciprocity Accepted: No

## PROGRAM DESCRIPTION

The board aims to protect citizens by ensuring that only qualified and competent veterinary practitioners operate in S.C. The board establishes requirements for practitioners and enforces those requirements. It investigates complaints and disciplines when necessary.

## STATISTICAL INFORMATION 1999-2000

<u>LICENSE CATEGORY:</u>	<u>RENEWAL LICENSES ISSUED:</u>	<u>NEW LICENSES ISSUED:</u>
VETERINARIAN	1,046	71
ANIMAL HEALTH TECHNICIAN	71	5

Total Licenses Issued 99-00 (All Categories): 1,193

Exams Passed: 76  
Exams Failed: 0  
Complaints: 49  
Investigations: 49  
Board Hearings: 1  
Licenses Revoked: 0  
Licenses Suspended: 1  
Disciplinary Actions: 2

# OFFICE OF LEGISLATIVE LIAISON

The Legislative Liaison Office (LLO), which falls under the Office of the Director, handles all legislation, internally and externally, that affects the South Carolina Department of Labor, Licensing and Regulation (LLR), including the professional and occupational licensing boards/commissions, the Department of Labor, the South Carolina Fire Academy and the Office of State Fire Marshal. The LLO facilitates the submission of legislation to the General Assembly as well as tracks and monitors all legislation that affects the agency. Since LLR is a cabinet agency, the LLO works closely with the Governor's Office in the initial filing stages and throughout the Legislative Session to have input on all legislation affecting the divisions of the agency.

The agency established a templating process for rewriting the licensing acts for LLR boards and commissions in 1996, Act 453, which was approved and passed by the General Assembly. Since that time, the agency has assisted several boards and commissions in rewriting their statutes. While the agency's input is limited to the structured format and content as it relates to administrative issues, it does not infringe upon the boards' autonomy and responsibility to regulate their respective professions.

During the 2000 Legislative Session, LLR filed and passed 13 regulations, most of which were changes to the boards' existing regulations to make them better comply with their current practice acts. Five practice acts passed this session, and seven more are anticipated to pass in 2001. The other bills filed by LLR that passed in 2000 were statutory changes to current practice acts and labor laws, not total rewrites. The following is a list of LLR practice acts, bills, and regulations that passed during Legislative Session 2000:

## **Practice acts passed this session:**

- S. 560 Real Estate Appraisers Practice Act
- S. 962 Professional Engineers and Land Surveyors Practice Act
- H. 3735 Burglar Alarm Practice Act
- H. 4378 Barrier Free Design Practice Act
- H. 4392 Auctioneers Practice Act

## **Bills passed offering statutory changes:**

- S. 493 Cosmetology Board Statutory Changes Bill
- S. 571 Accountancy Board Statutory Changes Bill
- S. 952 Architecture Board Continuing Education Bill
- S. 958 Pharmacy Board Statutory Changes Bill
- H. 4304 Real Estate Commission Broker-in-Charge Bill
- H. 4349 Residential Builders Commission Certificate of Authorization Bill
- H. 4552 Fire Academy Advisory Committee Bill
- H. 4685 Environmental Board Water Distribution Bill
- H. 4752 Nursing Board Volunteer Bill

## **Regulations passed this session:**

- |         |  |                    |
|---------|--|--------------------|
| R. 2463 | Chiropractic Board Regulations               | Effective: 6/23/00 |
| R. 2488 | Contractors Board Regulations                | Effective: 5/26/00 |
| R. 2464 | Elevator & Amusement Ride Safety Regulations | Effective: 3/29/00 |
| R. 2495 | Engineers & Land Surveyors Board Regulations | Effective: 7/28/00 |
| R. 2489 | Funeral Board Regulations                    | Effective: 3/29/00 |

R. 2515	Long Term Health Care Board Regulations	Effective: 6/14/00
R. 2467	Manufactured Housing Board Regulations	Effective: 5/26/00
R. 2437	Medical Board-Respiratory Care Regulations	Effective: 5/26/00
R. 2465	Medical Board-Certificate Regulations	Effective: 5/26/00
R. 2466	Medical Board-Osteopathic Regulations	Effective: 5/26/00
R. 2378	Occupational Therapy Board Regulations (Total rewrite)	Effective: 5/26/00
R. 2468	Pharmacy Board Regulations (Total rewrite)	Effective: 5/26/00
R. 2377	Physical Therapy Board Regulations (Total rewrite)	Effective: 5/26/00

# OFFICE OF PUBLIC INFORMATION

The function of the Office of Public Information is to keep the public aware of LLR's programs, activities and services. In addition to answering questions from the media and the general public on every aspect of the agency, this office publishes and distributes the agency's posters, booklets, newsletters and other publications.

In response to requests from workers, licensees, members of the fire service, the public and businesses, the Office of Public Information provides copies of various agency publications. The office also fulfills the department's obligations under the state's Freedom of Information Act by providing information from the agency's files in response to requests from the news media, businesses, workers and other interested persons. The Office of Public Information also is responsible for publication of the agency's Annual Report, administration of the Safety Achievement Awards Program and management of the South Carolina OSHA Subscription Service.

## **POSTERS**

### **Division of Labor**

SCLLR-1	Labor Law Abstract (required of all employers)
SCLLR-5 SH-94	Occupational Safety and Health (required of all employers)
SCLLR-5	Occupational Safety and Health (Spanish version)

### **S.C. Workers' Compensation Commission**

NOTICE	"Workers' Compensation Works for You" (must be posted by all employers subject to Workers' Compensation laws)
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### **S.C. Employment Security Commission**

UCI-104	"Workers Pay No Part of the Cost for Job Insurance" (required of all employers)
UCI-105	"If You Become Unemployed" (required of all employers)

## **FORMS**

OSHA Form 200 - Log and Summary of Occupational Injuries and Illnesses  
OSHA Form 101 - Supplementary Record of Occupational Injuries and Illnesses  
Elevator Registration Forms

## **PUBLICATIONS**

South Carolina Department of Labor, Licensing and Regulation Annual Report  
South Carolina Department of Labor, Licensing and Regulation Directory of Programs  
South Carolina Labor Laws  
South Carolina Occupational Safety and Health Standards Additions for General Industry and Construction  
Occupational Safety and Health Program Directives  
South Carolina OSHA Information Memoranda  
South Carolina OSHAGRAM  
South Carolina Occupational Injury and Illness Survey  
South Carolina Elevator and Amusement Ride Codes and Regulations  
Occupational Health and Safety Review Board Rules of Procedure  
Employee/Employer Rights and Responsibilities Under South Carolina and Federal Law  
Understanding South Carolina OSHA

Additional publications from the Division of Fire and Life Safety and the Division of Professional and Occupational Licensing, including brochures and newsletters, are available. For more information, call (803) 896-4380.

**SOUTH CAROLINA DEPARTMENT OF LABOR,  
LICENSING AND REGULATION  
1999-2000 FISCAL YEAR EXPENDITURES**

	<b>Fiscal Year 1998-1999</b>	<b>Fiscal Year 1999-2000</b>
Division of Labor	\$4,779,126	\$5,237,232
Division of Fire and Life Safety	\$4,995,699	\$4,251,690
Division of Professional and Occupational Licensing	\$11,068,187	\$10,916,336
Division of Administration	\$3,184,456	\$3,272,144
<u>Employer Contributions</u>	<u>\$3,510,739</u>	<u>\$3,353,455</u>
Total Labor, Licensing and Regulation	\$27,538,207	\$27,430,857