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| <b>AGENCY NAME:</b> | <b>SC Dept. of Labor, Licensing and Regulation</b> |                 |           |
| <b>AGENCY CODE:</b> | <b>R36</b>   | <b>SECTION:</b> | <b>81</b> |

## Fiscal Year 2016-2017 Accountability Report

### SUBMISSION FORM

|                       |   |
|-----------------------|---|
| <b>AGENCY MISSION</b> | The mission of the Department of Labor, Licensing and Regulation (LLR) is to promote the health, safety and economic well-being of the public through regulation, licensing, enforcement, training and education. |
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| <b>AGENCY VISION</b> | LLR will provide responsible regulatory oversight. We will work with licensees, boards, associations, and citizens to achieve the shared goals and interests of our state. LLR will cultivate an atmosphere of trust, integrity, innovation, compliance and accountability with our partners, leading to a better future for citizens. Through the Agency's work, LLR will reduce injuries in the workplace, fire-related injuries and fatalities, and licensee misconduct through education and enforcement. |
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Please select yes or no if the agency has any major or minor (internal or external) recommendations that would allow the agency to operate more effectively and efficiently.

|                                       | Yes                      | No                                  |
|---------------------------------------|--------------------------|-------------------------------------|
| <b>RESTRUCTURING RECOMMENDATIONS:</b> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Please identify your agency's preferred contacts for this year's accountability report.

|                           | <i>Name</i>   | <i>Phone</i> | <i>Email</i>           |
|---------------------------|---------------|--------------|------------------------|
| <b>PRIMARY CONTACT:</b>   | Emily H. Farr | 803-896-4390 | Emily.Farr@llr.sc.gov  |
| <b>SECONDARY CONTACT:</b> | Melina Mann   | 803-896-4475 | Melina.Mann@llr.sc.gov |

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I have reviewed and approved the enclosed FY 2016-2017 Accountability Report, which is complete and accurate to the extent of my knowledge.

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|---|---|------------------|
| <b>AGENCY DIRECTOR<br/>(SIGN AND DATE):</b> |  | <b>9/15/2017</b> |
|   | <b>(TYPE OR PRINT NAME):</b><br>Emily Farr  |                  |

|   |                              |
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| <b>BOARD/CMSN. CHAIR<br/>(SIGN AND DATE):</b> |                              |
|   | <b>(TYPE OR PRINT NAME):</b> |

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## **AGENCY'S DISCUSSION AND ANALYSIS**

### **Agency's Discussion and Analysis**

The South Carolina Department of Labor, Licensing and Regulation (LLR or Agency) is an umbrella agency charged with the responsibility of providing administrative support for: the Division of Professional and Occupational Licensing (POL); the Division of Fire and Life Safety (State Fire), which includes the Office of State Fire Marshal, the S.C. Fire Academy, and the S.C. Emergency Response Task Force; and the Division of Labor, which includes the Office of Elevator and Amusement Rides, Wage and Hour and Child Labor law programs, Occupational Safety and Health Administration (S.C. OSHA), and the Office of Immigrant Worker Compliance. The mission of the Agency is to promote the health, safety, and economic well-being of the public through regulation, licensing, enforcement, training, and education.

At the commencement of FY2016-17, the Agency produced seven agency-level goals, of which three were designed to link to the Statewide Enterprise Strategic Objectives that focused on: education, training, and human development (Goal 1); healthy and safe families (Goal 2); and maintaining safety, integrity, and security (Goal 3).

**Goal 1: Improve education infrastructure to elevate the levels of educational preparedness of every South Carolinian to lead a healthy and productive life, including success in a job or career and in the community, and promote public safety by enhancing education and better dissemination of information on fire safety programs.**

S.C. OSHA and State Fire are two Agency divisions that reach a great number of South Carolinians. Both divisions maintain an annual goal targeted to educating the public on safety – workplace and fire safety, respectively.

Each year, S.C. OSHA devotes a portion of its funding to offering "OSHA 10" classes to high school and technical school students. OSHA 10 classes provide information needed to help workers learn to be aware of health and safety hazards so that they may be avoided. The 10-hour training course also offers an overview of how S.C. OSHA functions, as well as the rights of employers and employees. Because there are no prerequisites to these classes, they provide an excellent opportunity for school-based training at no cost to the future workforce of the state. In FY2016-17, eight OSHA 10 classes were offered, providing training and certification for 124 students free of charge. OSHA also offered 12 general safety awareness classes that trained 321 students.

S.C. OSHA further educates the public on its services through e-blasts, listserv emails, Twitter, and a newly revamped page on the Agency's website created in-house by Agency personnel in the Division of Technology and Security (DoTS) at no cost to the public. In FY2017-18, S.C. OSHA will begin offering awareness-level online training courses through the new website. The division also endeavors to provide more regional training to reach employees who may not be able to travel out of town for training.

The number of workplaces visited through the consultation services provided by OVP was down this year, from 902 in FY2015-16 to 812 in FY 2016-17. This marks the second year where the number has declined. However, S.C. OSHA and employers were both impacted by Hurricanes Joaquin (2015) and Matthew (2016), and that is likely the cause in the decline. S.C. OSHA also reports a decline in the number of employers requesting the service. Despite the decline, OVP was still able to provide training for 8,931 employees. The savings in fines from those 812 consultations and subsequent compliance is an estimated \$1.4 million, down just slightly from last year's \$1.7 million. OVP also provides training classes for employers and employees covering key safety issues facing workplaces. In FY2016-17, OVP provided 293 trainings that reached 7,605 employees. Again, that number is slightly down from FY2015-16, where 352 trainings were provided to 8,932 employees.

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S.C. OSHA also educates through its recognition programs, which make achieving companies stand out among their peers as models for worksite safety and health. The Palmetto Star Program recognizes qualified employers who exceed the requirements of the Occupational Safety and Health Act of 1970 in providing their workers a safe and healthy worksite. Employers in the North American Industry Classification System (NAICS) are eligible to apply. This year, two new employers were certified as Palmetto Star Program VPPs: SI Group South Carolina and Bosch Charleston Plant. These are the first employers to be certified since FY2014-15. The Safety and Health Achievement Recognition Program (SHARP) also provides a mechanism for employer recognition, particularly to smaller businesses with fewer resources. No new employers were able to qualify for the program due to constraints with the number of employees corporate-wide. All current SHARP sites, however, re-qualified for the program.

In calendar year 2016, South Carolina experienced 77 fire fatalities. As of September 12, 2017, South Carolina has already sustained 77 fire fatalities, and that number typically climbs during the fall and winter as cooler weather invites an increase in heating-related deaths. State Fire has continued its annual efforts to prevent fire fatalities by enhancing education and better disseminating information on fire safety programs. To address this issue, in the summer of 2017, State Fire unveiled Fire Safe South Carolina, a Community Risk Reduction program uniting State Fire, the South Carolina State Firefighters Association, the South Carolina State Association of Fire Chiefs, and the South Carolina Fire Marshals Association to work together to prevent unnecessary loss of life and property from fire and life safety risks. The program will recruit statewide partners, identify funding sources, develop messages for fire prevention, and develop strategies for implementation.

Also, State Fire, through the Office of State Fire Marshal's Community Risk Reduction (CRR) section, developed, delivered, and maintained fire and life safety programs that addressed two areas - educational initiatives directed at the public and resources directed to local fire departments. Educators from the CRR section offered programs to 3,010 adults and 4,595 children through 278 programs. In addition to providing educational resources, CRR provided the public, through local fire departments, with 1,570 smoke alarms, 200 carbon monoxide alarms, 35 hearing-impaired smoke alarms, and 5,000 home fire drill planners.

State Fire, through the SC Fire Academy, provides education to firefighters through a variety of training programs. During FY2016-17, the S.C. Fire Academy had a target value of providing 2,150 programs for 32,500 students. The Academy provided fewer than the targeted value of training programs this past year (1,851 or 86 percent of the goal) and experienced a six percent decrease in the number of targeted registered students reached (30,563). As with S.C. OSHA, these decreases are believed to be a result of Hurricane Matthew. State offices were closed Wednesday, October 5<sup>th</sup> through 7<sup>th</sup> in more than half of the state's counties (26). As such, the Academy's Columbia office and several regional offices were unable to provide scheduled training. Although most state offices were open the following week, first responders (students) were still actively working as flood waters were present until mid-October. In fact, in the Columbia office, 17 classes scheduled during the weeks of October 4 and October 11, 2016 were either canceled or postponed. In the coming year, the Academy's future target is to provide 2,150 programs, which would be a sixteen percent increase in programs provided, for 32,500 students, representing a six percent increase in students. Notably, however, Hurricane Irma may well impact the coming year's statistics.

Through its Engineering Services division, State Fire offers educational information to design professionals, contractors, and local officials about fire protection requirements and methods. Staff gives technical assistance ranging from answering general fire protection questions to reviewing more complex fire protection engineering problems not specifically addressed by codes. The engineering staff also conducts comprehensive reviews of designs for buildings and building systems to determine compliance with state laws, regulations, and codes. In FY2016-17, the Engineering Division performed 1,103 plan reviews, an 11 percent increase from last year's total of 978.

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State Fire’s Code Enforcement section provides educational opportunities for the public and fire service. Fifteen Deputy State Fire Marshal, placed throughout the state, offer services ranging from local and state government consultation and inspection assistance, to inspection and enforcement, as well as emergency response disaster assistance. In FY2016-17, inspections were down from 855 the previous fiscal year to 766. At this time, however, all fifteen deputy state fire marshal positions have been filled; therefore, the Agency anticipates this number will increase for FY 2017-18.

Looking ahead, the Division is increasing its social media presence and targeting e-blasts to fire service members in FY2017-18. To bring awareness and share the recruit school experience with potential firefighters, Academy recruits are featured each week via social media during their eight-week training course. Important surveys, class offerings, submission deadline reminders, and other informative emails are sent to targeted portal users. Additionally, the State Fire Marshal is working with the Department of Education and the General Assembly in an initiative to implement annual fire inspections for all public schools in the state.

**Goal 2: Protect the public’s well-being by ensuring the efficient and effective operation of the professional and occupational licensing boards and related support services.**

Professional and occupational licensing has two basic components: licensure and discipline. During FY2016-17, the Agency observed an increase in the number of licensees for 26 of the POL Boards, with the greatest increases being observed in licensure for the Athletic Commission, the Building Codes Council, the Engineering Board, the Manufactured Housing Board, and the Real Estate Commission. The Athletic Commission sustained a 40 percent increase in licensure as a result of the addition of several Off-the-Street Boxing events being hosted in the state. Interestingly, the Board of Nursing’s licensure population remained unchanged this year despite marked increases over the past five years. Overall, the Agency’s licensure population increased from 393,986 in FY2015-16 to 407,887 in FY2016-17, a four percent increase.

In FY2016-17, Director Farr implemented a universal continuing education tracker, CE Broker, for licensees’ use. The CE tracker will increase the Agency’s ability to monitor and audit continuing education compliance through the use of technology, thereby freeing up staff time to provide more front line customer service for licensees. Four boards are currently using the system: Real Estate, Real Estate Appraisers, Veterinarians, and Nursing. An additional seven boards will follow, and the process will continue until all boards are using the resource. Aside from allowing staff to provide more customer service to licensees, the Agency will be able to better insure licensees have the required education for licensure rather than rely on random audits.

As an additional efficiency measure, the Agency transferred the administrative and support functions for the Board of Pyrotechnic Safety and the Liquid Petroleum (LP) Gas Boards from the Office of State Fire Marshal to the POL Division. The administrative and support functions are POL Board-related and are more efficiently managed by that division.

One of Director Farr’s primary initiatives, upon arrival at the Agency, was to address the issue of an increasing number of aging cases in the Office of Investigations and Enforcement (OIE), the Agency’s investigative division. Agency staff conducted a comprehensive review of the matter and concluded that base cycle times established in 2012 needed to be reconsidered in light of the data collected over the past five years. For example, the cycle times previously set for the Boards of Licensed Professional Counselors, Examiners in Social Work, and Physical Therapy Examiners were too low given the number of court, billing, and treatment records that had to be obtained from third parties and then reviewed by staff. Additionally, the Agency endeavored to, and ultimately did, fill all investigator position vacancies with the exception of two, so that the caseload could be redistributed, taking into

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consideration the experience of the investigators, the complexity of the cases, and the number of cases each investigator was assigned.

Thereafter, Director Farr implemented a new policy whereby investigations exceeding a typical 60-90-120 day case cycle time will require a meeting between the investigator, his or her supervisor, and the assistant deputy director to discuss the challenges preventing compliance with deadlines. If the delay persists, the meeting escalates to include the Deputy Director and the Director. The policy ensures that an investigator receives the support he or she needs to bring a case to its resolution, but also builds into the scheme a layer of accountability for the investigator, supervisor, and assistant deputy director. This policy also ensures a timely and efficient resolution of disciplinary actions, a protection that should be afforded to every respondent licensee and to the public.

By early 2017, the results were measurable. For example, the Agency's two primary code enforcement certified investigators had previously average over 100 cases each. After adding two new investigators in December 2016 and January 2017, and monitoring the aged cases, those two investigators now average approximately 45 cases each. This trend is also true with the Board of Medical Examiners and the Real Estate Commission, both of which are high-volume boards where the caseloads are being more evenly distributed with a full staff and more closely monitored with the 60-90-120 day reporting system. Since the first 120-day report to the Director in January 2017 through June 2017, approximately 85 percent of the cases on those reports have completed investigation and moved to the next stage of the process. Approximately 82 percent of the cases on the 90-day reports for the same time period have completed investigations, and 52 percent of the cases on the 60-day reports have completed investigations during the same time period.

Internally, the Agency focused on the investigator position itself to recruit quality candidates, train those hired and retain them to generate an effective work product. In FY2015-16, OIE coordinated with the Agency's HR staff to conduct an equity review, ensuring that existing investigators' pay reflected their experience, relevant education, relevant certifications, and complexity of assigned boards, in addition to salary and salary increases. A training matrix was also created to enhance professional development, and investigators were encouraged to obtain additional technical, industry, and professional certifications related to their assigned boards. The Agency also created an Investigator IV position to provide an avenue of upward mobility to retain experienced employees.

During FY2017-18, the Agency will continue to concentrate its efforts on OIE to seek efficiency in processes and effectiveness in the investigative work product. One area of emphasis will be the Board of Nursing, which has the highest number of licensees and the most unresolved disciplinary actions. During the prior year, several nursing board investigators were carrying 48-50 cases each. With the changes in OIE, the number has now been reduced to 25 cases per investigator presently with the lowest ratio of aged cases for the high volume boards. This reduction in cases per investigator is necessary in order to assure both the quality and efficiency of the investigation. In FY2017-18, the Agency will begin electronically assigning cases alleging medical or substandard nursing misconduct to an attorney and an investigator simultaneously at the front end of the investigation. The Agency is also requesting an additional FTE for an advice attorney position that would serve the Board exclusively to reduce the backlog.

In addition to an increasing number of aging cases in general, statistics from FY2015-16 demonstrated a backlog of pharmacy inspections. To address the backlog, the Board of Pharmacy filled two full-time Pharmacist I positions. With the addition of these employees, the Board was able to redraw the geographical areas to reduce the territories of each inspector. A weekly average of 10 inspections was determined to be necessary to reduce the backlog of inspections. Staff accomplished the goal of 100 percent reduction in the backlog of inspections by the end of FY2016-17. Weekly questions from the inspectors are answered, and all questions and answers are

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sent to all of the inspectors on a weekly basis for educating purposes. Conference calls are setup every two weeks to discuss issues in the field and to give staff updates. Inspectors have continued training classes, and the new pharmacists have attended the Critical Points Sterile Compounding Inspector Certification.

**Goal 3: Protect the privacy of licensee and employee confidential information, provided to or generated by the Agency.**

**Goal 7: Utilize online capabilities to improve educational outreach and customer service.**

In 2014, the Agency named its first security and privacy officers in accordance with then-Governor Haley’s initiative to develop Infosec and Privacy programs in all cabinet agencies. In 2015, the Department of Administration launched its Enterprise Privacy Office and began providing privacy liaisons with regular guidance on implementing Agency plans in accordance with the SCDIS-200 – Information Security and Privacy Standards. Director Farr, recognizing the importance of the privacy of data, appointed a full-time privacy officer for the Agency in the early 2017. Since assuming the role, the Agency’s privacy officer has focused on educating Agency employees concerning the nature of the data they collect. The privacy officer promotes awareness and also identifies risks and consequences of non-compliance with Agency privacy policies.

The privacy officer and security officer have taken a team approach to addressing incidents. In consultation with the Agency’s chief information officer, the privacy officer and security officer meet and review all documents associated with an incident. The incident is tracked, a form is completed, and interviews of employees involved are conducted. A conclusion and plan of action are determined prior to the closing of the report.

The Agency’s chief information officer and security officer have also continued ongoing efforts to enhance existing physical and technological security within the Agency’s three buildings. With S.C. OSHA moving to the Congaree Building in the Synergy Office Park, DoTS was tasked with installing four badge readers and three security cameras for suite security at a total cost of \$22,000. The security project at the State Fire campus, consisting of eight buildings, was completed this year with the addition of badge readers and networking closets at a cost of \$40,000.

Also, in FY2016-17, DoTS replaced wireless networks in all three locations, at a cost of \$40,000, allowing the division to more accurately track users for purposes of detecting detrimental activity. The existing Virtual Private Network (VPN) was replaced with a newer, more secure model for a cost of \$10,000. The new VPNs do not require tokens, which are easily lost, and instead, uses an app on Agency mobile phones. The apps are capable of updating more frequently and serves as a more secure mechanism for remote connection because they create a two-step authentication process through the software, 2FA.

DoTS also replaced all field laptops for S.C. OSHA, at a cost of \$32,000, using Federal funds. DoTS also purchased 14 laptops for Urban Search and Rescue (USAR) to be used during disaster response. The laptops are ruggedized to resist wear and stress associated with disasters, and each contains a live connection built in for an annual cost of only \$38. Finally, DoTS replaced other Agency laptops costing \$21,000.

For the Agency’s external customers, the greatest accomplishment from DoTS this past year would likely be the enhancement of the payment engine. The system now accepts American Express, Discover Card, and Diner’s Club, in addition to Master Card and Visa, and does not pass along any user fees to the customers. Additionally, it provides maximum security for users because it does not store credit card numbers.

In FY2016-17, DoTS overhauled the website for State Fire, in-house, at no cost to licensees. DoTS also purchased Blackboard, a learning management system, at a cost of \$33,000 so that students may complete courses online.

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During the following year, DoTS will implement the program. State Fire and DoTS also implemented the online recertification program for fire marshal certification in FY2016-17. There is 100 percent compliance with new applications and 95 percent compliance for renewals.

**Goal 4: Protect the public’s well-being through consistent and coordinated efforts to combat the opioid epidemic by enhancing training of all licensees and increasing educational outreach to the public.**

In FY2016-17, the Agency expanded its traditional role of educating licensees in their professional fields and joined the nationwide effort to fight the opioid epidemic by enhancing training for all licensees and increasing educational outreach to the public at large.

The General Assembly, in May 2017, enacted H.3824, which expanded the breadth of the Prescription Monitoring Program. Previously, the program only required dispensers of controlled substances to submit daily to DHEC information concerning a patient’s prescription for a Schedule II, III, or IV substances. The statute also required only physicians to devote two continuing education hours to approved procedures for prescribing and monitoring controlled substances in Schedules II, III, and IV. H.3824 now requires all practitioners authorized to prescribe controlled substances to consult a patient’s prescription history prior to prescribing a Schedule II controlled substance. The requirement for two hours of continuing education in prescribing and monitoring of controlled substances was also added to the practice acts for Dentists, Optometrists, Physicians Assistants, and Podiatrists. An additional hour of training for monitoring controlled substances listed in Schedules II, III and IV was added to the practice act for Pharmacists.

Continuing education courses that satisfy the requirements of the new law are identified and posted on the Board of Medical Examiners’ website. The other affected boards are in the process of providing the same information for their licensees. The Board of Medical Examiners, whose licensees had been required to have the prescribing and monitoring CE since 2015, underwent its first CE audit in FY2016-17. 400 physicians were audited, and of those, 49 have not responded to date. The 351 who responded are in compliance.

The Joint Pain Management Guidelines, originally written by the Board of Medical Examiners, the Board of Dentistry, and the Board of Nursing in November of 2014, were updated in and adopted by all three boards in FY2016-17 and adopted by the Board of Pharmacy this year. This adoption came after the Federation of State Medical Boards updated their guidelines, which incorporate the March 2016 Centers for Disease Control Guideline for Prescribing Opioids for Chronic Pain.

The Agency’s outreach spanned beyond its licensees this year with the development of a website for information related to Naloxone access. The site, created at no charge to the public by DoTS, is set to go live in the Fall of FY2017-18, and will provide information to pharmacists, prescribers, and the public regarding the prescribing and dispensing, without a prescription, of Naloxone for patients and for the caregivers of patients at risk of opiate overdose. Agency boards will provide hyperlinks to the Naloxone website on their board web pages.

Key Agency personnel and board members have attended national and local conferences to stay abreast of the scope of the epidemic and the effort to combat it. In April 2017, the chief advice attorney for the boards and the vice president of the Board of Medical Examiners attended the National Prescription Drug Abuse and Heroin Summit in Atlanta. Administrators for the Board of Pharmacy, one Board of Pharmacy member, and their advice counsel attended the Tri-Regulators Symposium held in Orlando in July, where the focus was on the opioid epidemic. Chief advice counsel attended the South Carolina Behavioral Health Coalition, which reached approximately 150 stakeholders and is ongoing through 2017. The Coalition leadership will formulate an action plan which will be presented to the Agency boards. Chief advice counsel, along with staff from DAODAS and DHEC,

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also presented to members of the General Assembly during the spring of 2017. On September 6-7, 21 Agency personnel attended the Governor’s Opioid Summit.

Upon returning from these conferences, Agency staff presented to the medically-related boards on the information received. The training was also incorporated into the annual board training each board receives from Agency staff. Medically-related boards were educated on important concepts concerning substance use or abuse disorder and emphasized the importance of disciplining not for a diagnosis of substance use disorder but for the conduct that stemmed from it.

As each of the state agencies formulate plans for responding to the opioid crisis, Agency collaboration and networking begins. The Agency met with the Attorney General’s office in the spring of 2017 and shared available information to aid in the criminal prosecution response to the problem. The Agency is collaborating with DHEC to provide reports to the boards who license prescribers of controlled substances regarding the number of prescribers who are registered and using the South Carolina Reporting & Identification Program Tracking System (SCRIPTS) appropriately. DHEC, DHHS, LLR, SLED, and DAODAS partnered with the Governor’s Office to present the Opioid Summit.

Within the Agency, DoTS and Agency staff are coordinating efforts to develop a case tracking system to be applied at the time final orders are issued in all disciplinary cases to designate those cases involving diversion, addiction, and other mental health issues relating to substance use or abuse.

**Goal 5: Advance the public’s health, safety, and economic well-being by monitoring proactive policy and legislative initiatives at the state level in the areas of regulation, licensing, enforcement, training and education.**

Access to healthcare continues to be a significant problem for South Carolinians, and the Agency, along with the medically-related boards, have aided in the effort to create solutions to this problem. In FY2016-17, two important legislative initiatives occurred that will ultimately expand access to healthcare by increasing the number of available healthcare providers and by expanding the mechanisms through which care may be provided.

In the spring of 2017, the General Assembly passed the Enhanced Nurse Licensure Compact (eNLC), which increases access to care by allowing Registered Nurses (RNs) and Licensed Practice Nurses (LPNs) to practice in other states that have adopted the compact without obtaining additional licenses. While allowing fluidity of practice across state lines, the compact maintains public protections afforded by state-level licensure. To obtain the multistate license, a nurse must meet eleven uniform licensure requirements. Additionally, he or she must undergo a federal criminal background check to confirm eligibility for a multistate license. While this compact applies only to RNs and LPNs, three western states have adopted an APRN compact, and the Board of Medical Examiners has begun discussions about the Interstate Medical Licensure Compact. Also, the General Assembly passed a budget proviso allowing APRNs to practice telehealth upon receiving approval by their licensing boards.

**Goal 6: Ensure employees perform at a high level, offer solutions to problems, and are good stewards of public resources.**

In FY2016-17, the Agency continued its comprehensive training to include new hire orientation and management training, as well as mandatory annual training on the Code of Conduct, the Enterprise Privacy Office’s “Privacy Basics for State Employees”, and cyber security training.

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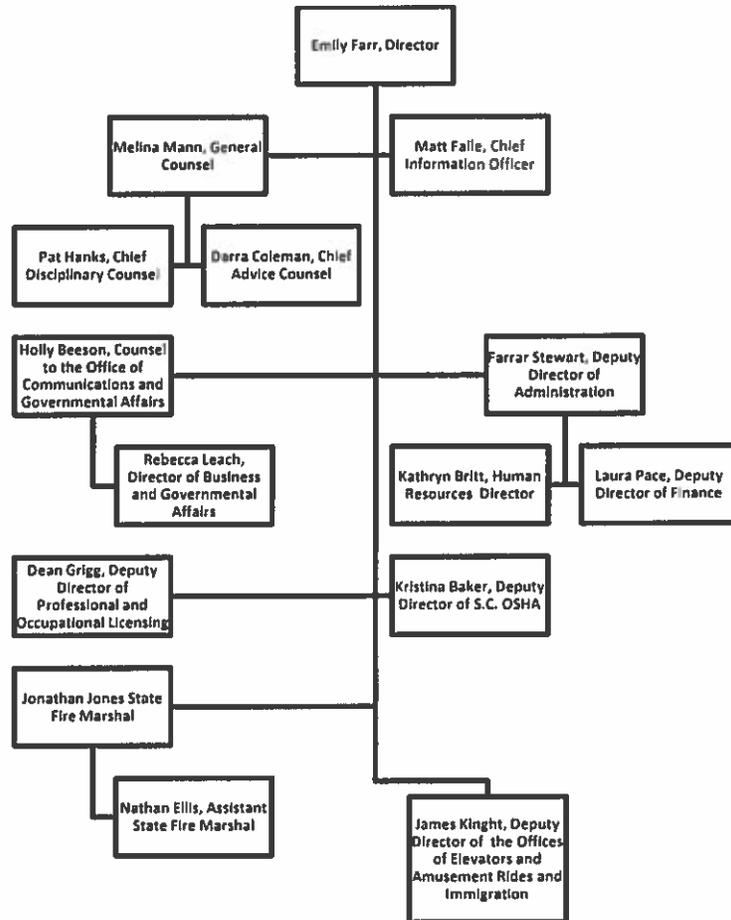
The Agency’s HR division provided monthly training classes designed to facilitate every employee’s growth in his or her current position. The classes, coordinated by the Agency’s training coordinator, ranged from “Conflict Resolution” to “How to write Position Descriptions”. For employees who were promoted to supervisory positions, the Human Resources division provided “Manager Orientation,” a day-and-a-half long training that acclimates those new to management to subjects, such as budget and procurement, they would not have been exposed to in their prior positions. Subject matter experts teach the courses in their fields of expertise at Management Orientation. Managers are also provided a comprehensive checklist when they hire new employees of their own to ensure that they provide proper job training to their new hires.

The Agency has also offered additional training to investigators, such as report writing, medical terminology, and training in their specific subject matter areas. In light of the nationwide opioid epidemic, investigators received training related to prescription monitoring, drug diversion, and addiction to aid them in recognizing substance use disorders.

Career advancement was also emphasized in FY2016-17. The HR Division developed and enhanced career paths for three areas within the Agency: OSHA, OIE, and the Deputy Fire Marshals. HR used the State’s classifications and provided clear, repeatable, and sustainable metrics for managers to provide employees with paths of upward mobility.

To encourage excellence in public service and to continue building morale, the Agency, under Director Farr’s leadership, has continued to recognize one employee each month for the outstanding public servant award. She then honors the recipients, as well as all Agency employees, with a quarterly reception. Recipients are also invited to have lunch with Director Farr and their supervisors or members of senior staff, to promote-idea sharing and create a sense of teamwork at all levels of the Agency.

Director Farr also attends the beginning of each new employee orientation, which occur twice each month, to introduce herself and the Agency overall, to encourage communication with their peers, supervisor and senior staff, and to emphasize her open door policy.



Agency Name: SC Department of Labor, Licensing and Regulation

Fiscal Year 2017-2018  
Accountability Report

Agency Code: R36 Section: 81

Strategic Planning Template

| Type | Goal | Item #<br>Strat | Object | Associated Enterprise Objective            | Description  |
|------|------|-----------------|--------|--|--|
| G    | 1    |                 |        | Education, Training, and Human Development | Promote the Public's Health and Safety by Enhancing Education Outreach and Communication with Customers, Public, and Other Stakeholders  |
| S    |      | 1.1             |        |  | Partner with high school, vocational and professional pre-licensure education providers to train and educate future work force   |
| O    |      |                 | 1.1.1  |  | Expand OSHA 10 classes to additional five counties.  |
| O    |      |                 | 1.1.2  |  | Partner with educators to identify occupations and professions that can be taught at the highschool level so graduates can be eligible for licensure.  |
| O    |      |                 | 1.1.3  |  | Expand firefighter program to Career and Technology Education Centers (CATE) in remaining counties.  |
| S    |      | 1.2             |        |  | Implement user-friendly website and other electronic media to facilitate delivery of services to agency customers  |
| O    |      |                 | 1.2.1  |  | Create video/digital clips of agency program area services.  |
| O    |      |                 | 1.2.2  |  | Create online fire inspection training video from OSFM for contractual clients and school facility personnel.  |
| O    |      |                 | 1.2.3  |  | Develop entirely new website design and format.  |
| S    |      | 1.3             |        |  | Provide opportunities for customers to comment on agency processes and procedures  |
| O    |      |                 | 1.3.1  |  | Develop a survey for instructors and students at Fire Academy.   |
| O    |      |                 | 1.3.2  |  | Review current customer feedback surveys to see if agency is adequately meeting the needs of its customers.  |
| G    | 2    |                 |        | Healthy and Safe Families                  | Ensure State Fire is a leader and focal point for service and support in South Carolina to preserve life and property  |
| S    |      | 2.1             |        |  | Enhance effectiveness and presence of OSFM's community risk reduction program, Fire Safe SC, in the state  |
| O    |      |                 | 2.1.1  |  | Increase county meetings organized by Fire Safe SC about community fire risk reduction.  |
| O    |      |                 | 2.1.2  |  | Increase the number of fire departments in South Carolina that provide data to the National Fire Incident Report System so we can identify the root causes of fires to reduce fire-related deaths. |
| O    |      |                 | 2.1.3  |  | Educate fire departments on best practices for providing quality data to National Fire Incident Reporting System.  |
| S    |      | 2.2             |        |  | Improve efficiency and turnaround time of permitting, licensing, inspections and plan reviews conducted by the Office of State Fire Marshal  |
| O    |      |                 | 2.2.1  |  | Increase the number of electronically submitted licenses and permit applications and payments at State Fire.   |
| O    |      |                 | 2.2.2  |  | Reduce the time it takes for the engineering office to review a fire sprinkler plan submitted to OSFM.   |
| O    |      |                 | 2.2.3  |  | Reduce the time it takes for Deputy State Fire Marshals to conduct inspections after requested or otherwise submitted to OSFM.   |
| S    |      | 2.3             |        |  | Enhance the quality and relevance of the training programs provided by the SC Fire Academy   |
| O    |      |                 | 2.3.1  |  | Increase number of Emergency Medical Technician instructors who teach at SC Fire Academy.  |
| O    |      |                 | 2.3.2  |  | Develop and begin offering Emergency Medical Technician courses to better serve the needs of firefighters in the state.  |
| O    |      |                 | 2.3.3  |  | Develop and implement a policy and procedure for tracking and evaluating the condition, safety, and effectiveness of training props on Fire Academy campus.  |
| O    |      |                 | 2.3.4  |  | Develop a more accurate cost-tracking report for the delivery of Fire Academy programs.  |
| S    |      | 2.4             |        |  | Ensure the operational readiness of the Emergency Response Task Force and Firefighter Mobilization   |
| O    |      |                 | 2.4.1  |  | Conduct a full inventory of Emergency Response Task Force assets.  |
| O    |      |                 | 2.4.2  |  | Increase the number of trained and qualified members of ERTF.  |
| O    |      |                 | 2.4.3  |  | Increase the number of fire departments that maintain their Firefighter Mobilization data in the Fire Portal.  |
| G    | 3    |                 |        | Government and Citizens                    | Protect the public by ensuring the agency's licensing, permitting, inspection and enforcement operations are efficient and effective   |

Agency Name: SC Department of Labor, Licensing and Regulation

Fiscal Year 2017-2018  
Accountability Report

Agency Code: R36 Section: 81

Strategic Planning Template

| Type     | Goal     | Item #<br>Strat | Object | Associated Enterprise Objective   | Description   |
|----------|----------|-----------------|--------|---|---|
| <b>S</b> |          | <b>3.1</b>      |        | <b>Ensure applicants who meet education requirements are vetted as required by statute and licensed expeditiously</b>   |   |
| O        |          |                 | 3.1.1  |   | Develop FBI/SLED compliance process for handling criminal background checks for boards as required by statute.  |
| O        |          |                 | 3.1.2  |   | Initiate 3-year implementation process for fingerprint criminal background checks for 50,000 real estate licensees at initial application and renewal.  |
| O        |          |                 | 3.1.3  |   | Make all license applications available online by 2018.   |
| O        |          |                 | 3.1.4  |   | Onboard 100% of board licensees to have continuing education tracked electronically to ensure all licensees are fulfilling continuing education requirements for licensure.   |
| O        |          |                 | 3.1.5  |   | Implement efficient process for handling license verification requests.   |
| O        |          |                 | 3.1.6  |   | Implement bulk licensing verification program for hospitals and other healthcare facilities to make it easier to check licensing status of employees.   |
| <b>S</b> |          | <b>3.2</b>      |        | <b>Increase effectiveness and efficiency of complaint, disciplinary, and enforcement process</b>  |   |
| O        |          |                 | 3.2.1  |   | Implement a uniform coding system to provide data uniformity to enhance the tracking of complaints by type from intake to resolution.   |
| O        |          |                 | 3.2.2  |   | Increase overall efficiency in processing licensing and disciplinary actions for nurses in South Carolina.  |
| O        |          |                 | 3.2.3  |   | Increase small business E-Verify compliance rate.   |
| O        |          |                 | 3.2.4  |   | Reduce backlog of elevators in the State with outstanding abatements.   |
|          |          |                 | 3.2.5  |   | Implement dental sedation permit and inspection process as required by statute.   |
| <b>S</b> |          | <b>3.3</b>      |        | <b>Utilize resources efficiently and effectively in Division of OSHA to improve safety of South Carolina's worksites and workforce</b>  |   |
| O        |          |                 | 3.3.1  |   | Conduct compliance "blitzes" focused on industries with statistically higher levels of fatalities.  |
| O        |          |                 | 3.3.2  |   | Audit all OSHA program areas to be completed in a four-year cycle.  |
| O        |          |                 | 3.3.3  |   | Reduce the number of multiple OSHA compliance officers conducting inspections of the same employers by cross-training officers in additional industries.  |
| <b>G</b> | <b>4</b> |                 |        | <b>Education, Training, and Human Development</b>   | <b>Ensure employees perform at high level, offer solutions to problems, are good stewards of public resources, and are supported in those efforts through recognition, training, leadership development, performance accountability and succession planning</b> |
| <b>S</b> |          | <b>4.1</b>      |        | <b>Improve recruitment methods to attract the most qualified employees with the necessary skill set, education and/or knowledge</b>   |   |
| O        |          |                 | 4.1.1  |   | Increase participation and visibility with colleges and universities that would support agency recruitment efforts.   |
| O        |          |                 | 4.1.2  |   | Create and implement a training class to teach best practices for legal and effective interviewing methodologies to management and staff involved in interviewing candidates for agency vacancies.  |
| <b>S</b> |          | <b>4.2</b>      |        | <b>Create an onboarding and retention system that ensures employees are seamlessly transitioned into new positions and have the tools and resources necessary to be successful at LLR</b> |   |
| O        |          |                 | 4.2.1  |   | Create a departmental onboarding checklist that has department-specific training and policies to insure employees are properly informed of their area's policies, procedures and employment expectations.   |
| O        |          |                 | 4.2.2  |   | Explore and implement mandatory training for employees transitioning to supervisor role at time of hire.  |

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Strategic Planning Template

| Type | Goal | Item #<br>Strat | Object | Associated Enterprise Objective | Description  |
|------|------|-----------------|--------|---------------------------------|--|
| O    |      |                 | 4.2.3  |                                 | Develop a trackable training curriculum for both new and current employees in Office of Business Services in POL Division. |
| O    |      |                 | 4.2.4  |                                 | Implement onboarding survey after the date of hire to provide feedback on recruitment and onboarding process.              |

Agency Name: SC Department of Labor, Licensing and Regulation

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Agency Code: R36 Section: 081

Performance Measurement Template

| Item | Performance Measure  | Last Value | Current Target Value | Current Value  | Future Target Value     | Time Applicable | Data Source and Availability  | Calculation Method   | Associated Objective(s) | Meaningful Use of Measure  |
|------|--|------------|----------------------|--|-------------------------|-----------------|---|--|-------------------------|--|
| 1    | Number of OSHA ten classes   | 8          | 10                   | 10   | 12                      | FY18            | OVP database  | Add the number of classes provided   | 1.1.1                   | Shows the progress of the program expansion into additional counties.  |
| 2    | VPP site participation   | 11         | 0                    | 11   | 15                      | FY18            | OVP database  | Add number of VPP participants   | 1.1.1                   | The sites provide funding, trainers, and support for the OSHA 10 program. The more VPP sites, the more the program can expand into additional counties.  |
| 3    | Number of high school students that completed OSHA ten classes   | 127        | 150                  | 124  | 155                     | FY19            | OVP database  | Add number of students who completed the class   | 1.1.1                   | Shows the number of students who graduate ready to enter into the manufacturing job market with an OSHA 10 certificate.  |
| 4    | Pilot program at HS  | N/A        | N/A                  | 0  | 2 professions           | FY20            | POL   | Pilot program established at high school   | 1.1.2                   | Graduating HS with skills that make you eligible for a professional license ensures that more South Carolinians graduate ready to enter the workforce.   |
| 5    | Addition of FF programs at high school in counties   | N/A        | N/A                  | 35   | 41                      | FY19            | Fire Academy Office   | Add the number of counties that have added FF training to high school students   | 1.1.3                   | Ensures that students in the remaining counties graduate with the skills necessary to become a Firefighter I and that counties have access to trained firefighters.                                  |
| 6    | Number of videos   | N/A        | N/A                  | 0  | 2                       | FY18            | LLR website   | Add number of videos on the website  | 1.2.1                   | Uses new technology to provide better services in order to improve the customer experience.  |
| 7    | Training video for DDSN and DSS  | N/A        | N/A                  | 0  | 1                       | FY18            | State Fire Marshal Office   | Production of the video  | 1.2.2                   | Currently we train, at least quarterly, a number of DDSN and DSS personnel. We are producing the video to reach more customers.  |
| 8    | Training video for fire school safety inspections  | N/A        | N/A                  | 0  | 1                       | FY18            | State Fire Marshal Office   | Production of the video  | 1.2.2                   | Promotes safe schools by giving every school district the resources to do a fire safety inspection.  |
| 9    | RFP for bid for new website  | N/A        | N/A                  | 0  | Solicitation of RFP     | FY18            | LLR Administration  | Solicitation of the bid  | 1.2.3                   | A new website layout will improve customer service in providing information and better deliver services.   |
| 10   | 75% of instructor and customer response rate.  | N/A        | N/A                  | 0  | 75% response rate       | FY18            | Fire Academy Office   | Calculate the number of instructors and customers who take the survey.   | 1.3.1                   | Addresses whether our instructors are committed and engaged in working for State Fire and whether we are adequately meeting the needs of our customers.  |
| 11   | Number of fire-related fatalities  | 77         | 0                    | 77   | 25% reduction           | FY27            | <a href="http://scfiremarshal.llronline.com/crr/forms/2016%20Annual%20NFIRS%20Report.pdf">http://scfiremarshal.llronline.com/crr/forms/2016%20Annual%20NFIRS%20Report.pdf</a> | Add the number of fire-related deaths per year   | 2.1.1, 2.1.2, 2.1.3     | Reducing fire deaths shows how many lives can be saved.  |
| 12   | Increase the number of fire departments that provide data to the National Fire Incident Reporting System (NFIRS) | 424        | N/A                  | 424  | 450                     | FY20            | Fire Marshal Website, Community Risk Reduction Tab  | Add the number of fire departments who report to NFIRS   | 2.1.1, 2.1.2, 2.1.3     | Provides the state with accurate statistics regarding fires and fire-related injuries in order to provide accurate resources and education to counties to reduce fires.                              |
| 13   | Decrease the number of errors reported to NFIRS reports by fire departments.                                     | N/A        | N/A                  | 10.85% of reports do not meet state data quality minimum standards | 7.5% decrease in errors | FY20            | Fire Marshal Website, Community Risk Reduction Tab  | Calculate the number of fire departments whose reporting of fire related events and deaths meet state data quality minimum standards | 2.1.1, 2.1.2, 2.1.3     | Provides the state with accurate statistics regarding fires and fire-related injuries and deaths so the state can correctly assess the effectiveness of its fire reduction programs and initiatives. |
| 14   | Reduce turnaround time to conduct inspections  | N/A        | N/A                  | 30 days  | 20 days                 | FY20            | Fire Marshal Office   | Calculate the time the request for inspection is received until the time the inspection takes place.                                 | 2.2.3                   | Prompt inspections ensure fire and life safety of the public.  |
| 15   | % of licenses and permit applications submitted electronically   | N/A        | N/A                  | 0  | 15% increase            | FY18            | State Fire Marshal Office   | Calculate the number of licenses and permits offered electronically at State Fire  | 2.2.1                   | Provides exceptional licensing services and allows agency to use new technology to improve the experience of applicants.   |

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Performance Measurement Template

| Item | Performance Measure   | Last Value | Current Target Value | Current Value | Future Target Value | Time Applicable | Data Source and Availability                              | Calculation Method   | Associated Objective(s) | Meaningful Use of Measure  |
|------|---|------------|----------------------|---------------|---------------------|-----------------|---|--|-------------------------|--|
| 16   | Number of days for engineer review of fire sprinkler plans                | 8-12 days  | 10 days              | 16 days       | 12 days             | FY18            | State Fire Marshal Office                                 | Time is measured from date of the initial submission to the time it takes an engineer to send a letter approving/requesting additional information or changes to the plan. The stats are compiled monthly. | 2.2.2                   | The office must balance ensuring that fire sprinkler plans are statutorily compliant with not additionally delaying the building process.  |
| 17   | Number of students taught   | N/A        | N/A                  | 0             | 24                  | FY18            | Fire Academy Course Schedule                              | Add the number of classes that are taught and completed by students  | 2.3.1, 2.3.2            | Firefighters are now the first responders on many accident sites. Developing an EMT program at the Fire Academy ensures that we are meeting the needs of our customers.  |
| 18   | Policy drafted  | N/A        | N/A                  | 0             | 1                   | FY18            | Fire Academy Office                                       | Policy drafted   | 2.3.4, 2.3.3, 2.3.4     | Better tracking of programs and props ensures that the Fire Academy is able to deliver classes and training to meet the current needs of the fire service.   |
| 19   | Report issued   | N/A        | N/A                  | 0             | 1                   | FY18            | Fire Academy Office                                       | Report issued  | 2.3.4                   | Better tracking of programs and props ensures that the Fire Academy is able to deliver classes and training to meet the current needs of the fire service.   |
| 20   | ERTF emergency inventory system   | N/A        | N/A                  | 0             | 1                   | FY18            | Emergency Response Task Force Inventory System            | Assets inventoried   | 2.4.1                   | Ensures that the State has a deployable emergency task force with the assets necessary during an emergency.  |
| 21   | Increase ERTF membership  | 67         | 0                    | 102           | 120 members         | FY17            | Emergency Response Task Force Personnel Management System | Add the number of task force members that are deployable   | 2.4.2, 2.4.3            | Ensures that the State has a deployable emergency task force that has the assets necessary during an emergency.  |
| 22   | Total number of agency licensees who have FBI background checks conducted | 11,380     | N/A                  | 11,380        | 61,000              | FY 20           | Relaes  | Calculate the total number of licensees who have FBI background checks conducted.  | 3.1.1, 3.1.2            | Measures how many FBI background checks the agency performs in order to be statutorily compliant, and ensures that the boards have the necessary criminal background checks when making licensure decisions.                   |
| 23   | Number of applications available online                                   | 216        | 216                  | 175           | 216                 | FY18            | LLR website   | Add the number of applications available on website.   | 3.1.3                   | Provides exceptional licensing services and allows agency to use new technology to improve the experience of applicants.   |
| 24   | Number of boards utilizing CE tracker                                     | N/A        | N/A                  | 5 boards      | 10 boards           | FY18            | CE Tracker Database                                       | Add the number of boards utilizing CE tracker  | 3.1.4                   | Provides for automatic educational audits of all licensees to ensure licensees are adequately complying with education requirements.   |
| 25   | Creation of online license verification portal                            | N/A        | N/A                  | 0             | Portal Created      | FY18            | LLR website   | Establishment of electronic portal.  | 3.1.5                   | Promotes fiscal stewardship by replacing a manual procedure with an electronic automatic process that provides a benefit to the public and other states' licensing boards by allowing for automatic verification of a license. |
| 26   | Bulk license verification program launch                                  | N/A        | N/A                  | 0             | Program created     | FY18            | Program Launch  | Establishment of bulk verification program   | 3.1.6                   | Provides exemplary customer service by utilizing new technology that allows hospitals and other healthcare employers the ability to bulk verify licenses of their employees.   |

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Performance Measurement Template

| Item | Performance Measure  | Last Value                                   | Current Target Value | Current Value                   | Future Target Value   | Time Applicable | Data Source and Availability                        | Calculation Method   | Associated Objective(s) | Meaningful Use of Measure  |
|------|--|--|----------------------|---------------------------------|---|-----------------|---|--|-------------------------|--|
| 27   | Number of nursing disciplinary cases   | 635 disciplinary cases closed, 483 new cases | N/A                  | 727 total opened cases          | Increase the number of cases closed per year to balance new, opened cases | FY20            | Relaes  | Measurement is comparison of closed cases per year with the number of new cases        | 3.1.1, 3.2.2            | Although the agency has no control over the number of nursing complaints received per year, this measure will demonstrate efficient management of an increasing and fluctuating workload. Closure of approximately the same number of newly-opened cases each year enhances public protection and economic stability within this industry. |
| 28   | Number of dental practices inspected/permitted   | N/A  | N/A                  | 0                               | 600   | FY18            | ReLaes  | Calculate the number of dental practices inspected/permitted                           | 3.2.5                   | Protects the public by inspecting dental facilities providing sedation and ensuring dentists who perform sedation possess the requisite education.   |
| 29   | Reduction of citations issued to small businesses  | N/A  | N/A                  | 404 citations/89 % of citations | 75%   | FY17            | Immigration Database                                | Calculate the number of citations issued to businesses who employ fewer than 25 people | 3.2.3                   | Illustrates the problem that small employers have with E-Verify compliance.  |
| 30   | Reduction of outstanding abatements  | N/A  | N/A                  | 2,763                           | 999   | FY17            | South Carolina Elevator Information System (SCELIS) | Calculate the number of elevators with abatement issues                                | 3.2.4                   | Provides for safe elevators in this state by not allowing elevators with outstanding abatement issues to operate.  |
| 31   | Number of employee fatalities  | 43   | N/A                  | 25                              | 30% reduction   | FY18            | OSHA Express  | The number of employee deaths per year   | 3.3.1, 3.3.2, 3.3.3     | By reducing worker fatalities, OSHA strives to make South Carolina a safe place for workers.   |
| 32   | Increase eligible applicants by 5% for the agency's most difficult positions to fill: Board Administrators, Attorneys, and Investigators | N/A  | N/A                  | 0                               | Increase by 5%.   | FY18            | NeoGov  | Add the total number of applicants minus the number of ineligible employees            | 4.1                     | Assists agency managers by ensuring quality applicants for key agency positions.   |
| 33   | Interviewing technique class   | N/A  | N/A                  | 0                               | 25 employees  | FY18            | HR  | Add the number of managers and staff trained   | 4.1                     | Provides training to employees to hire more qualified employees to deliver effective and quality agency services.  |
| 34   | Provide training curriculum for new and current employees in POL division  | N/A  | N/A                  | 0                               | 100% new employees; 50% of current employees                              | FY18            | HR training and development portal                  | Calculate the number of new and current employees trained                              | 4.2                     | Improves employee performance to better serve the public.  |
| 35   | Solicit feedback from new employees regarding recruitment and onboarding processes   | N/A  | N/A                  | 0                               | 100% surveys from FTEs hired 1/2/18 to 6/30/18                            | FY19            | HR  | Tracking receipt of completed surveys of FTEs hired                                    | 4.2                     | Measures the efficacy of the new recruitment and onboarding processes.   |

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Program Template

| Program/Title  | Purpose  | FY 2016-17 Expenditures (Actual) |               |              |               | FY 2017-18 Expenditures (Projected) |               |              |               | Associated Objective(s)   |
|--|--|----------------------------------|---------------|--------------|---------------|-------------------------------------|---------------|--------------|---------------|---|
|  |  | General                          | Other         | Federal      | TOTAL         | General                             | Other         | Federal      | TOTAL         |   |
|  |  |                                  |               |              | \$ -          |                                     |               |              | \$ -          |   |
| I. Administration  | Provides support services to Agency programs in Human Resource Management, Legal Services, Information Technology, Public Information, Finance, Procurement, Immigration and Customer Care Center. |                                  | \$ 6,574,504  |              | \$ 6,574,504  |                                     | \$ 7,060,630  |              | \$ 7,060,630  | 1.2.1, 1.2.3, 4.1.1, 4.1.2, 4.2.1, 4.2.2, 4.2.3   |
| II. Programs & Services, A. OSHA Voluntary Programs                | Assists workplace in voluntarily complying with Occupational Safety & Health Standards.  | \$ 347,294                       | \$ 122,522    | \$ 1,182,876 | \$ 1,652,692  | \$ 96,931                           |               | \$ 1,054,192 | \$ 1,151,123  | 3.3.1, 3.3.2, 3.3.3, 4.1.1, 4.1.2, 4.2.1, 4.2.2, 4.2.3,   |
| II. Programs & Services, B. Occupational Safety & Health           | Ensures workplace safety by enforcing Occupational Safety & Health Standards.  | \$ 1,053,907                     | \$ 636,291    | \$ 2,066,704 | \$ 3,756,902  | \$ 1,303,974                        |               | \$ 1,680,289 | \$ 2,984,263  | 1.1.1, 3.3.2, 4.1.1, 4.1.2, 4.2.1, 4.2.2, 4.2.3   |
| II. Programs & Services, C. Fire Academy                           | Trains firefighters, paid and volunteer, private and public sector.  |                                  | \$ 7,762,301  | \$ 7,969     | \$ 7,770,270  |                                     | \$ 8,175,595  | \$ 169,783   | \$ 8,345,378  | 1.3.1, 1.3.2, 2.3.1, 2.3.2, 2.3.3, 2.3.4, 2.4.1, 2.4.2, 2.4.3, 4.1.1, 4.1.2, 4.2.1, 4.2.2, 4.2.3        |
| II. Programs & Services, D. State Fire Marshal                     | Ensures fire and life safety protection for SC citizens through enforcement and inspections.   |                                  | \$ 2,978,332  |              | \$ 2,978,332  |                                     | \$ 3,824,238  |              | \$ 3,824,238  | 1.2.2, 1.2.3, 2.2.1, 2.2.2, 2.4.1, 2.4.2, 2.4.3, 2.1.1, 2.1.2, 2.1.3, 4.1.1, 4.1.2, 4.2.1, 4.2.2, 4.2.3 |
| II. Programs & Services, E. Elevators & Amusement Rides            | Inspects and permits elevators and amusement rides.  |                                  | \$ 699,727    |              | \$ 699,727    |                                     | \$ 1,033,239  |              | \$ 1,033,239  | 3.2.4, 4.1.1, 4.1.2, 4.2.1, 4.2.2, 4.2.3  |
| II. Programs & Services, F. Professional and Occupational Licenses | Licenses and regulates qualified applications in professions and occupations.  |                                  | \$ 14,310,046 |              | \$ 14,310,046 |                                     | \$ 15,710,694 |              | \$ 15,710,694 | 1.2.1, 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.5, 3.1.6, 3.2.1, 3.2.2, 4.1.1, 4.1.2, 4.2.1, 4.2.2, 4.2.3        |
| II Programs & Services, G. Labor and H. Building Codes             | Licenses and regulates building code officials and adopts state building code; ensures state wage & hour and other state labor laws are enforced.  |                                  | \$ 952,094    |              | \$ 952,094    |                                     | \$ 993,212    |              | \$ 993,212    | 3.2.3, 4.1.1, 4.1.2, 4.2.1, 4.2.2, 4.2.3  |

Legal Standards Template

| Law Number         | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted   | Does this law specify who (customer) the agency must or may serve? (Y/N) | Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N) |
|--------------------|--------------|-------------|--|--|---|
| 23-49-10           | State        | Statute     | Firefighter Mobilization   | Yes  | Yes   |
| 23-10-10           | State        | Statute     | Establishes the South Carolina Fire Academy and Fire Academy Advisory Committee; allows for purchase of uniforms.  | Yes  | Yes   |
| 23-35-45           | State        | Statute     | Regulates use of fireworks and explosives  | Yes  | Yes   |
| 23-51-10           | State        | Statute     | Reduced Cigarette Ignition Propensity Standards and Firefighter Protection Act   | Yes  | Yes   |
| 23-36-10           | State        | Statute     | SC Explosives Control Act  | Yes  | Yes   |
| 40-10-230          | State        | Statute     | Fire Protection Sprinkler Systems Act  | Yes  | Yes   |
| 40-82-10           | State        | Statute     | Liquid Petroleum Gas   | Yes  | Yes   |
| 40-80-10           | State        | Statute     | South Carolina Firefighters Employment and Registration Act  | Yes  | Yes   |
| 40-56-10           | State        | Statute     | State Board of Pyrotechnic Safety  | Yes  | Yes   |
| 40-29-10           | State        | Statute     | Uniform Standards Code for Manufactured Housing  | Yes  | Yes   |
| 40-1-40(A),(B),(C) | State        | Statute     | Creates the division of Professional and Occupational licensing and provides that the Boards listed in 40-1-40(B) are to be administered by LLR, but that each regulatory board within LLR is a separate board.  | Yes  | Yes   |
| 40-1-40(D)         | State        | Statute     | Establishes LLR as a member of the Governor's Cabinet and provides the Director, who supervises the department, is appointed by the Governor with the advice and consent of the Senate.  | No   | No  |
| 40-1-50(A)         | State        | Statute     | Establishes authority of the Department and Director with respect to the Boards. Mandates the director to annually prepare a report to the Governor and General Assembly indicating those regulated trades, occupations, and professions that do not meet the criteria for regulation. | Yes  | Yes   |
| 40-1-50(B)(C)      | State        | Statute     | Requires LLR to provide records of board proceedings and registry of all licensees and applicants.   | Yes  | Yes   |
| 40-1-50(D)         | State        | Statute     | Establishes the framework for the Boards' fee structure and future adjustment of fees.   | Yes  | Yes   |
| 40-1-50(E)         | State        | Statute     | Authorizes the director to implement biennial licensure renewal.   | Yes  | Yes   |
| 40-1-150(G)        | State        | Statute     | Authorizes the department to suspend a license for use of a financial instrument that is not honored by the financial institution named.   | No   | Yes   |
| 40-1-150(H)        | State        | Statute     | Authorizes the department to suspend a license for a person found to be in violation of the Family Independence Act as it relates to child support enforcement.  | Yes  | Yes   |
| 40-1-70            | State        | Statute     | Establishes the powers and duties of the regulatory boards within LLR.   | Yes  | No  |
| 40-1-80            | State        | Statute     | Authorizes the department to conduct investigations for allegations of professional misconduct and outlines the department's investigative subpoena powers.  | Yes  | Yes   |

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| Law Number             | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted  | Does this law specify who (customer) the agency must or may serve? (Y/N) | Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N) |
|------------------------|--------------|-------------|---|--|---|
| 40-1-90                | State        | Statute     | Authorizes the boards to take disciplinary action for allegations of professional misconduct and authorizes the department to administer oaths and subpoenas as part of a disciplinary action proceeding.   | Yes  | Yes   |
| 40-1-100               | State        | Statute     | Authorizes the boards to issue cease and desists to a person who is violating or intends to violate one of the practice acts and permits the board to seek a temporary restraining order. Also grants the board and agency immunity for a wrongful temporary restraining order. | Yes  | Yes   |
| 40-1-110               | State        | Statute     | Establishes the additional grounds for a board to take disciplinary action against a licensee.  | Yes  | Yes   |
| 40-1-115               | State        | Statute     | Establishes the term of board jurisdiction over actions committed or omitted by a current and former licensees during the entire period of licensure.   | Yes  | No  |
| 40-1-120               | State        | Statute     | Authorizes and outlines the board sanctions after a finding of misconduct pursuant to a board's licensing act.  | Yes  | Yes   |
| 40-1-130               | State        | Statute     | Authorizes a board to deny authorization to practice to an applicant who has committed an act that would be grounds for disciplinary action.  | Yes  | Yes   |
| 40-1-190               | State        | Statute     | Provides that any communications by a board or LLR is privileged.   |  |   |
| 40-1-210               | State        | Statute     | Authorizes the agency to institute a proceeding for injunctive relief against a person violating Title 40 or an order of the board.   | Yes  | Yes   |
| 40-2-10 to 40-2-340    | State        | Statute     | Accountancy Practice Act  | Yes  | Yes   |
| Chapter 1-01 to 1-12   | State        | Regulation  | Accountancy Board regulations   | Yes  | Yes   |
| 40-3-5 to 40-3-330     | State        | Statute     | Architectural Practice Act  | Yes  | Yes   |
| Chapter 11-1 to 11-14  | State        | Regulation  | Architectural Board regulations   | Yes  | Yes   |
| 40-6-10 to 40-6-370    | State        | Statute     | Auctioneers Practice Act  | Yes  | Yes   |
| Chapter 14-1 to 14-17  | State        | Regulation  | Auctioneers Board regulations   | Yes  | Yes   |
| 40-7-5 to 40-7-400     | State        | Statute     | Barber Practice Act   | Yes  | Yes   |
| Chapter 17-1 to 17-51  | State        | Regulation  | Barber Board regulations  | Yes  | Yes   |
| 40-8-10 to 40-8-240    | State        | Statute     | Perpetual Care Cemeteries Practice Act  | Yes  | Yes   |
| Chapter 21-1 to 21-64  | State        | Regulation  | Perpetual Care Cemeteries Regulations   | Yes  | Yes   |
| 40-9-10 to 40-9-110    | State        | Statute     | Chiropractors Practice Act  | Yes  | Yes   |
| Chapter 25-1 to 25-9   | State        | Regulation  | Chiropractors Regulations   | Yes  | Yes   |
| 40-10-20 to 40-10-300  | State        | Statute     | Fire Protection Sprinkler Act administered by the SC Contractor's Board.  | Yes  | Yes   |
| 40-11-5 to 40-11-550   | State        | Statute     | Contractors Practice Act  | Yes  | Yes   |
| Chapter 29-1 to 29-110 | State        | Regulation  | Contractors Board regulations   | Yes  | Yes   |
| 40-13-5 to 40-13-370   | State        | Statute     | Cosmetology Practice Act  | Yes  | Yes   |
| Chapter 35-1 to 35-26  | State        | Regulation  | Cosmetology Regulations   | Yes  | Yes   |

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| Law Number               | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted                              | Does this law specify who (customer) the agency must or may serve? (Y/N) | Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N) |
|--------------------------|--------------|-------------|---|--|---|
| 40-15-10 to 40-15-380    | State        | Statute     | Dentists, Dental Hygienists, and Dental Technicians Practice Act            | Yes  | Yes   |
| Chapter 39-1 to 39-18    | State        | Regulation  | Dentists, Dental Hygienists, and Dental Technicians regulations             | Yes  | Yes   |
| 40-19-5 to 40-19-320     | State        | Statute     | Board of Funeral Services Practice Act                                      | Yes  | Yes   |
| Chapter 57.01 to 57-15   | State        | Regulation  | Board of Funeral Services regulations                                       | Yes  | Yes   |
| 40-22-2 to 40-22-320     | State        | Statute     | Board of Registration for Professional Engineers and Surveyors Practice Act | Yes  | Yes   |
| Chapter 49-100 to 49-610 | State        | Regulation  | Board of Registration for Professional Engineers and Surveyors Regulations  | Yes  | Yes   |
| 40-23-5 to 40-23-340     | State        | Statute     | Environmental Certification Board Practice Act                              | Yes  | Yes   |
| Chapter 51-1 to 51-7     | State        | Regulation  | Environmental Certification Board regulations                               | Yes  | Yes   |
| 40-26-10 to 40-26-60     | State        | Statute     | Commercial Inspectors administered by the SC Contractor's Board             | Yes  | Yes   |
| 40-28-10 to 40-28-210    | State        | Statute     | Landscape Architects Practice Act   | Yes  | Yes   |
| Chapter 76-1 to 76-9     | State        | Regulation  | Landscape Architects regulations  | Yes  | Yes   |
| 40-29-5 to 40-29-380     | State        | Statute     | Manufactured Housing Practice Act   | Yes  | Yes   |
| Chapter 79-1 to 79-44    | State        | Regulation  | Manufactured Housing regulations  | Yes  | Yes   |
| 40-30-10 to 40-30-320    | State        | Statute     | Massage/Body Work Practice Act  | Yes  | Yes   |
| Chapter 77-100 to 77-140 | State        | Regulation  | Massage/Body Work Regulations   | Yes  | Yes   |
| 40-33-10 to 40-33-1365   | State        | Statute     | Nursing Board Practice Act  | Yes  | Yes   |
| Chapter 91-1 to 91-32    | State        | Regulation  | Nursing Board Regulations   | Yes  | Yes   |
| 40-35-10 to 40-35-260    | State        | Statute     | Long Term Health Care Practice Act  | Yes  | Yes   |
| Chapter 93-50 to 93-260  | State        | Regulation  | Long Term Health Care Regulations   | Yes  | Yes   |
| 40-36-5 to 40-36-310     | State        | Statute     | Occupational Therapists Practice Act  | Yes  | Yes   |
| Chapter 94-01 to 94-10   | State        | Regulation  | Occupational Therapists Regulations   | Yes  | Yes   |
| 40-38-5 to 40-38-340     | State        | Statute     | Optometrists Practice Act   | Yes  | Yes   |
| Chapter 95-1 to 95-6     | State        | Regulation  | Optometrists Regulations  | Yes  | Yes   |
| 40-38-10 to 40-38-390    | State        | Statute     | Opticianry Practice Act   | Yes  | Yes   |
| Chapter 96-101 to 96-110 | State        | Regulation  | Optician Regulations  | Yes  | Yes   |
| 40-43-10 to 40-43-180    | State        | Statute     | Pharmacy Practice Act   | Yes  | Yes   |
| Chapter 99-15 to 99-43   | State        | Regulation  | Pharmacy Regulations  | Yes  | Yes   |
| 40-45-5 to 40-45-330     | State        | Statute     | Physical Therapy Practice Act   | Yes  | Yes   |
| Chapter 101-01 to 101-15 | State        | Regulation  | Physical Therapy Regulations  | Yes  | Yes   |
| 40-47-5 to 40-47-5       | State        | Statute     | Physicians Practice Act   | Yes  | Yes   |
| Chapter 81-12 to 81-300  | State        | Regulation  | Physicians Regulations  | Yes  | Yes   |
| 40-51-10 to 40-51-270    | State        | Statute     | Podiatrists Practice Act  | Yes  | Yes   |
| Chapter 134-10 to 134-50 | State        | Regulation  | Podiatrists Regulations   | Yes  | Yes   |
| 40-55-40 to 40-55-190    | State        | Statute     | Psychologists Practice Act  | Yes  | Yes   |

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| Law Number  | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted   | Does this law specify who (customer) the agency must or may serve? (Y/N) | Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N) |
|---|--------------|-------------|--|--|---|
| Chapter 100-1 to 100-10                                 | State        | Regulation  | Psychologists Regulations  | Yes  | Yes   |
| 40-56-10 to 40-56-20                                    | State        | Statute     | State Board of Pyrotechnic Safety Act  | Yes  | Yes   |
| Chapter 71-8305.1 to 71-8305.8                          | State        | Regulation  | State Board of Pyrotechnic Safety Regulations  | Yes  | Yes   |
| 40-57-10 to 40-57-250                                   | State        | Statute     | Real Estate Practice Act   | Yes  | Yes   |
| Chapter 105-2 to 105-13                                 | State        | Regulation  | Real Estate Regulations  | Yes  | Yes   |
| 40-59-5 to 40-59-300                                    | State        | Statute     | Residential Home Builders Practice Act   | Yes  | Yes   |
| Chapter 106-1 to 106-5                                  | State        | Regulation  | Residential Home Builders Regulations  | Yes  | Yes   |
| 40-60-5 to 40-60-230                                    | State        | Statute     | Real Estate Appraiser License and Certification Act  | Yes  | Yes   |
| 12 USCA 3331 et seq., 12 CFR 225.31                     | Federal      | Statute     | Outlines Real Estate Appraiser standards and mandates certain Board requirements.  | Yes  | Yes   |
| Chapter 137-100 to 139-900.09                           | State        | Regulation  | Real Estate Appraiser Regulations  | Yes  | Yes   |
| 40-61-10 to 40-61-140                                   | State        | Statute     | State Board for Examiners for Registered Environmental Sanitarians Practice Act  | Yes  | Yes   |
| Chapter 50-10 to 50-90                                  | State        | Regulation  | State Board for Examiners for Registered Environmental Sanitarians Regulations   | Yes  | Yes   |
| 40-63-5 to 40-63-300                                    | State        | Statute     | Social Work Practice Act   | Yes  | Yes   |
| Chapter 110-1 to 110-20                                 | State        | Regulation  | Social Work Regulations  | Yes  | Yes   |
| 40-65-10 to 40-65-260                                   | State        | Statute     | Soil Classifiers Practice Act  | Yes  | Yes   |
| Chapter 108-1 to 108-8                                  | State        | Regulation  | Soil Classifiers Regulations   | Yes  | Yes   |
| 40-67-5 to 40-67-350                                    | State        | Statute     | Speech Pathologists & Audiologists Practice Act  | Yes  | Yes   |
| Chapter 115-1 to 115-7                                  | State        | Regulation  | Speech Pathologists & Audiologists Regulations   | Yes  | Yes   |
| 40-69-5 to 40-69-260                                    | State        | Statute     | Veterinarians Practice Act   | Yes  | Yes   |
| Chapter 120-1 to 120-14                                 | State        | Regulation  | Veterinarians Regulations  | Yes  | Yes   |
| 40-75-5 to 40-75-310                                    | State        | Statute     | Professional Counselors, Marriage and Family Therapists, and Licensed Psycho-educational Specialists Practice Act              | Yes  | Yes   |
| Chapter 36-01 to 36-23                                  | State        | Regulation  | Professional Counselors, Marriage and Family Therapists, and Licensed Psycho-educational Specialists Regulations               | Yes  | Yes   |
| 40-77-5 to 40-77-320                                    | State        | Statute     | Geologists Practice Act  | Yes  | Yes   |
| Chapter 131-01 to 131-15                                | State        | Regulation  | Geologists Regulations   | Yes  | Yes   |
| 40-81-10 to 40-81-520                                   | State        | Statute     | State Athletic Commission  | Yes  | Yes   |
| Chapter 20-1.1 to 20-27.23                              | State        | Regulation  | State Athletic Commission Regulations  | Yes  | Yes   |
| 40-82-5 to 40-82-330                                    | State        | Statute     | Liquid Petroleum Gas Practice Act  | Yes  | Yes   |
| Chapter 71-8304.1 to 71-8304.5                          | State        | Regulation  | Liquid Petroleum Gas Regulations   | Yes  | Yes   |
| Title 41, Chapter 15, Article 1 (41-15-80 To 41-15-100) | State        | Statute     | OSHA; establishes the division's authority to maintain/regulate the health and safety of the state's workers in the workplace. | Yes  | No  |

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| Law Number  | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted  | Does this law specify who (customer) the agency must or may serve? (Y/N) | Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N) |
|---|--------------|-------------|---|--|---|
| Title 41, Chapter 15, Article 3 (41-15-210 to 41-15-330)  | State        | Statute     | OSHA; establishes division's authority to promulgate, modify and/or revoke the rules and regulations to be utilized in the maintenance and regulation of the health and safety of the state's workers as well as identifies such rules used.                    | Yes  | Yes   |
| Title 41, Chapter 15, Article 5 (41-15-510 and 41-15-520) | State        | Statute     | OSHA; establishes the division's authority to address the rights and remedies of aggrieved employees through the whistleblower program.   | Yes  | No  |
| Chapter 71, Article 1, Subarticle 1 (71-100 to 71-113)    | State        | Regulation  | OSHA; establishes how the division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace in more detail .   | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 2 (71-200 to 71-223)    | State        | Regulation  | OSHA; establishes how the division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with the requests for variances, limitations, variations, tolerance and other exemptions. | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 3 (71-300 to 71-346)    | State        | Regulation  | OSHA; establishes how the division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with recordkeeping and reporting of specific injuries and illnesses.                      | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 4 (71-400 to 71--411)   | State        | Regulation  | OSHA; establishes how the division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with the enforcement of violations.   | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 5 (71-500 to 71-512)    | State        | Regulation  | OSHA; establishes how the division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with the inspection process and procedures.   | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 6                       | State        | Regulation  | OSHA; identical to Federal Regulations identified in item 15 but editor's note includes the "modifications"; establishes health and safety standards for general industry employers.  | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 7                       | State        | Regulation  | OSHA; identical to Federal Regulations identified in item 16 but editor's note includes the "modifications"; establishes health and safety standards for construction employers.  | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 8                       | State        | Regulation  | OSHA; identical to Federal Regulations identified in item 17; establishes health and safety standards for agriculture employers.  | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 9 (71-900 to 71-912)    | State        | Regulation  | OSHA; establishes how the division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace, specifically dealing with access to employee medical records.   | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 10 (71-1001 to 71-1021) | State        | Regulation  | OSHA; establishes how the division can exercise its authority to address the rights and remedies of aggrieved employees in discrimination cases.  | Yes  | Yes   |
| Chapter 71, Article 1, Subarticle 11 (71-1100 to 71-1108) | State        | Regulation  | OSHA; establishes how the division can exercise its authority to maintain/regulate the health and safety of the state's workers in the workplace specifically dealing with the release and/or disclosure of sensitive, secret and/or confidential information.  | Yes  | Yes   |

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| Law Number   | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted   | Does this law specify who (customer) the agency must or may serve? (Y/N) | Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N) |
|--|--------------|-------------|--|--|---|
| 29 CFR 1910  | Federal      | Statute     | OSHA; all applicable standards which have been adopted and/or modified by the state (See #9/State regulations that mirror) establish specific health and safety standards for general industry employers.  | Yes  | Yes   |
| 29 CFR 1926  | Federal      | Statute     | OSHA; all applicable standards which have been adopted and/or modified by the state (See #10/State regulations that mirror) establish specific health and safety standards for construction employers.   | Yes  | Yes   |
| 29 CFR 1928  | Federal      | Statute     | OSHA; all applicable standards which have been adopted by the state (See #11/State regulations that mirror) establish specific health and safety standards for agriculture employers.  | Yes  | Yes   |
| Title 41, Chapter 13 (41-13-5 to 41-13-60)         | State        | Statute     | Child Labor; establishes the division's authority to manage/regulate child labor in the state.   | Yes  | Yes   |
| Chapter 71, Article 3 (71-3100 to 71-3111)         | State        | Regulation  | Child Labor; establishes how the division exercises its authority to manage/regulate child labor in the state.   | Yes  | Yes   |
| Title 41, Chapter 10 (41-10-10 to 41-10-110)       | State        | Statute     | Payment of Wages; establishes the division's authority to manage/regulate the payment of wages to employees within the state.  | Yes  | Yes   |
| Chapter 71, Article 6 (71-6000)                    | State        | Regulation  | Payment of Wages; establishes how the division exercises its authority to manage/regulate the payment of wages within the state.   | Yes  | Yes   |
| Title 41, Chapter 16 (41-16-10 to 41-16-180)       | State        | Statute     | Elevators; "South Carolina Elevator Code" establishes the division's authority to regulate the safe installation, maintenance and operation of the state's elevators and related equipment.  | Yes  | Yes   |
| Chapter 71, Article 5 (71-5000 to 71-5900)         | State        | Regulation  | Elevators; establishes how the division exercises its authority to regulate the safe operation of the state's elevators and related equipment.   | Yes  | Yes   |
| Title 41, Chapter 18 (41-18-10 to 41-18-360)       | State        | Statute     | Amusement Rides; "South Carolina Amusement Rides Safety Code" establishes the division's authority to regulate the safe operation of the state's amusement rides and related equipment.  | Yes  | Yes   |
| Chapter 71, Article 4 (71-4000 to 71-4950)         | State        | Regulation  | Amusement Rides; establishes how the division exercises its authority to regulate the safe operation of the state's amusement rides and related equipment.   | Yes  | Yes   |
| Title 41, Chapter 8, (Section 41-8-10 to 41-8-140) | State        | Statute     | Immigration - Illegal Aliens and Private Employment; establishes this division's authority to regulate the verification of workers within the state.   | Yes  | No  |
| Chapter 71, Article 10 (71-10000 to 71-10003)      | State        | Regulation  | Immigration - Illegal Aliens and Private Employment; establishes how the division exercises its authority to regulate the verification of workers within the state.  | Yes  | No  |
| Chapter 71, Article 10 (71-10000 to 71-10003)      | State        | Regulation  | Immigration - Registration of Immigration Assistance Services and Illegal Aliens and Private Employment; establishes how the division exercises its authority to register and manage immigration assistance services and to regulate the verification of workers within the state. | Yes  | No  |
| 23-9-20  | State        | Statute     | Establishes the duties of the State Fire Marshal.  | Yes  | No  |

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Legal Standards Template

| Law Number                 | Jurisdiction | Type of Law | Statutory Requirement and/or Authority Granted  | Does this law specify who (customer) the agency must or may serve? (Y/N) | Does the law specify a deliverable (product or service) the agency must or may provide? (Y/N) |
|----------------------------|--------------|-------------|---|--|---|
| 23-9-25(A) to (G)          | State        | Statute     | Establishes the Volunteer Strategic Assistance and Fire Equipment Program and authorizes the Fire Marshal to administer the grants.   | Yes  | Yes   |
| 23-9-30 (a),(b)            | State        | Statute     | Authorizes the State Fire Marshal to certify resident fire marshals to act under the authority of the State Fire Marshal.   | Yes  | No  |
| 23-9-40 (a) to (f)         | State        | Statute     | Establishes the laws and ordinances the Fire Marshal is statutorily obligated to enforce.   | Yes  | No  |
| 23-9-45 (A) to(C)          | State        | Statute     | Authorizes the Fire Marshal to issue and charge a fee for Fire Equipment licenses and permits.  | Yes  | Yes   |
| 23-9-50(a) to (c); 23-9-60 | State        | Statute     | Establishes the Fire Marshal's authority to inspect buildings or premises; mandates the Fire Marshal require conformance with fire prevention and protections based on nationally recognized standards.   | Yes  | Yes   |
| 23-9-65                    | State        | Statute     | Authorizes the Fire Marshal to promulgate regulations to implement the automatic fueling clips on self-service gasoline dispensers.   | Yes  | Yes   |
| 23-9-70 to 23-9-110        | State        | Statute     | Outlines the appeal process from an order of the State Fire Marshal; authorizes assessments of penalties; establishes subpoena power; establishes a duty to report to local law enforcement; establishes public's access to records and retention schedule. | Yes  | Yes   |
| 23-9-150                   | State        |             | Establishes procedure for Fire Marshal's declaration of "Unsafe Building."  | Yes  | No  |
| 23-9-155                   | State        |             | Authorized the Fire Marshal to promulgate regulations governing the installation of smoke detectors in apartments and houses having no fire protection system.  | Yes  | No  |
| 23-9-157                   | State        | Statute     | Establishes procedure for Fire Marshal to issue a "Notice of Violation."  | Yes  | No  |
| 23-9-160                   | State        | Statute     | Establishes Fire Marshal's emergency powers concerning unsafe buildings.  | Yes  | No  |
| 71-8300                    | State        | Regulation  | Fire Prevention and Life Safety   | Yes  | No  |
| 71-8302                    | State        | Regulation  | Explosives  | Yes  | No  |
| 71-8301                    | State        | Regulation  | Fire Prevention and Life Safety for Special Occupancies   | Yes  | No  |
| 71-8303                    | State        | Regulation  | Portable Fire Extinguishers and Fixed Fire Extinguishing Systems  | Yes  | No  |
| 71-8304                    | State        | Regulation  | Liquefied Petroleum (LP) Gas  | Yes  | No  |
| 71-8305                    | State        | Regulation  | Fireworks and Pyrotechnics  | Yes  | No  |
| 71-8306                    | State        | Regulation  | Hydrogen Facilities   | Yes  | No  |

Agency Name: SC Department of Labor, Licensing and Regulation

Fiscal Year 2016-2017  
Accountability Report

Agency Code: R36 Section: 81

Customer Template

| Divisions or Major Programs           | Description   | Service/Product Provided to Customers   | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>  |
|---------------------------------------|---|---|-------------------|---|
| SC OSHA Voluntary Program             | Provides safety and health consultations to employers statewide.  | Health and Safety Consultations   | Industry          | Private and Public Sector employers including but not limited to the following industries: Construction, Government, Health Services, Manufacturing, Retail, and Transportation               |
| SC OSHA Voluntary Program             | Provides safety and health trainings to employers/employees statewide.  | Health and Safety Trainings   | Industry          | Private and Public Sector employers and employees including but not limited to the following industries: Construction, Government, Health Services, Manufacturing, Retail, and Transportation |
| SC OSHA                               | Provides additional knowledge and practical guidance of safety standards and regulations to employers and employees statewide.                              | Standards Officer Feedback  | Industry          | Private and Public Sector employers and employees including but not limited to the following industries: Construction, Government, Health Services, Manufacturing, Retail, and Transportation |
| SC OSHA Voluntary Program             | Assists with "OSHA 10" classes to high school students.   | "OSHA 10" class   | School Districts  | High school students; pilot program is currently in Greenville County but will be expanded statewide  |
| State Fire - EMS                      | This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses. | Coordinates CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses. Also has representation on the EMS Programs Working Group.                             | Association       | EMS Association   |
| State Fire - EMS                      | This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses. | Has representation on the EMS Programs Working Group.   | Association       | EMS Educators' Association (SC)   |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.                    | It conducts Fire and Life Safety Educator's Quarterly training sessions. Serves as member of CRR Working Group to meet with goal of advising and collaborating with OSFM in regard to CRR efforts and campaigns.  | Association       | Fire and Life Safety Education Association (SC)   |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.                    | Partnered to bring the "Home Fire Safety Patrol – Sound Off" program to this state and to deliver the 1,000 Smoke Alarm Program to the highest risk areas in S.C. where injury or death from fire is most likely. | Association       | Fire Chiefs' Association (SC)   |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.                    | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.  | Association       | Fire Marshals Association (SC)  |

Agency Name: SC Department of Labor, Licensing and Regulation

Fiscal Year 2016-2017  
Accountability Report

Agency Code: R36 Section: 81

Customer Template

| Divisions or Major Programs           | Description  | Service/Product Provided to Customers  | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i> |
|---------------------------------------|--|--|-------------------|--|
| State Fire - EMS                      | This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.                                  | FFA has Representation on the EMS Programs Working Group   | Association       | Firefighters' Association (SC)   |
| State Fire - Academy                  | Provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel.   | ISFSI leads fire and EMS instructors in their efforts to reduce firefighter fatalities and injuries, increase firefighter safety, and improve the profession through education and training. | Association       | International Society of Fire Service Instructors  |
| State Fire - Licensing and Permitting | Tasked with the licensing and permitting responsibilities.   | Work together to maintain high standards of practice within the industry, and in so doing, protect and expand the ability of its members to compete in the marketplace.                      | Association       | Propane Gas Association (SC)   |
| State Fire - Engineering              | Provides technical assistance and consultation services to design professionals, state officials, local building and fire officials, contractors, builders, building owners, and the public. | Improve life safety  | Association       | Sprinkler Association (SC)   |
| State Fire - EMS                      | This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.                                  | Has Representation on the EMS Programs Working Group   | Association       | Private Ambulance Providers Association (SC)   |
| State Fire - EMS                      | This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.                                  | Has Representation on the EMS Programs Working Group   | Industry          | Carolina Hospital System   |
| State Fire - Academy                  | Provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel.   | Provide audio-visual equipment and set up training programs for the Fire Service Improvement conference and the annual Myrtle Beach conference.  | Association       | Firefighters' Association (SC)   |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.   | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.   | Association       | Firefighters' Association (SC)   |

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Customer Template

| Divisions or Major Programs           | Description  | Service/Product Provided to Customers  | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i> |
|---------------------------------------|--|--|-------------------|--|
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.   | Association       | EMS PIER Team (SC)   |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns. Serves as a partner with the Home Fire Preparedness Campaign. | Industry          | American Red Cross (SC)  |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.   | State Agency      | Office on Aging (SC)   |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.   | State Agency      | Office of Rural Health (SC)  |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.   | Association       | Palmetto State Teachers' Association   |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns. Provide personnel and program support.                        | State Agency      | EdVenture Children's Museum  |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. | Serve as a member of the CRR Working Group to meet with the goal of advising and collaborating with the OSFM in regard to CRR efforts and campaigns.   | Association       | Safe Kids (SC)   |

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Customer Template

| Divisions or Major Programs           | Description  | Service/Product Provided to Customers   | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i> |
|---------------------------------------|--|---|-------------------|--|
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators. This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.                                | Autism Spectrum Disorder (ASD) Emergency Planning Research Project is a collaborative effort. | State Agency      | USC School of Nursing  |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.   | Carbon Monoxide Awareness Training project is an educational partnership.                     | Foundation        | Jeffrey Lee Williams Foundation  |
| State Fire - Community Risk Reduction | This section is responsible for providing ongoing, high-quality training to community risk reduction and fire and life safety educators.   | Carbon Monoxide Awareness Training project is an educational partnership.                     | Local Government  | Batesburg-Leesville FD   |
| State Fire - Code Enforcement         | Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification. | Inspection of existing state buildings.   | State Agency      | Department of Administration   |
| State Fire - Administration           | Provides programs and services to enhance the quality of life for citizens, visitors, and firefighters.  | Consultation with new business enterprises  | State Agency      | Department of Commerce   |
| State Fire - Code Enforcement         | Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification. | Plan reviews and inspection of licensed facilities.   | State Agency      | Department of Disabilities and Special Needs   |
| State Fire - Code Enforcement         | Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification. | Provide inspections for new construction and public school renovations.                       | State Agency      | Department of Education's Office of School Facilities  |

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| Divisions or Major Programs   | Description  | Service/Product Provided to Customers   | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i> |
|-------------------------------|--|---|-------------------|--|
| State Fire - Engineering      | Provides technical assistance and consultation services to design professionals, state officials, local building and fire officials, contractors, builders, building owners, and the public.   | Sprinkler plan reviews.   | State Agency      | State Engineer's Office  |
| State Fire - Administration   | Provides programs and services to enhance the quality of life for citizens, visitors, and firefighters.  | Assist with development of State Emergency Operation Plan.                                    | State Agency      | Emergency Management Division  |
| State Fire - EMS              | This section is responsible for coordinating CPR and First Aid classes for the Academy recruit program and, in FY 2017, will offer several catalog courses.  | Collaborate with HazMat mitigation and a pediatric disaster management project.               | State Agency      | Department of Health and Environmental Control   |
| State Fire - Code Enforcement | Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification. | Inspection of foster homes  | State Agency      | Department of Social Services  |
| State Fire - Code Enforcement | Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local requests for assistance. It also provides fire marshal training and certification  | Provides fire marshal training and certification.   | Association       | Fire Marshals Association (SC)   |
| State Fire - Engineering      | Provides technical assistance and consultation services to design professionals, state officials, local building and fire officials, contractors, builders, building owners, and the public.   | Chief engineer serves on Building Codes Council.  | State Agency      | Building Codes Council (SC)  |
| State Fire - Academy          | Provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel.   | Academy is accredited by IFSAC in 18 fire service occupational levels.                        | Industry          | International Fire Service Accreditation Congress (IFSAC)  |
| State Fire - Academy          | Provide statewide training for South Carolina fire service personnel: paid, volunteer, airport crash rescue firefighters, industrial fire brigade, and other emergency response personnel.   | Academy is accredited by the Pro Board in 16 levels Fire Service Professional Qualifications. | Industry          | National Board on Fire Service Professional Qualifications (Pro Board)   |

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|-------------------------------|--|--|--------------------|--|
| State Fire -ERTF              | Provide initial and long-term responses to natural and man-made disasters  | Partner with the S.C. National Guard to offer a statewide helicopter rescue program.   | Federal Government | National Guard (SC)  |
| State Fire - Code Enforcement | Performs fire and life safety inspections for state buildings, public schools, fire equipment dealers, outdoor and indoor firework displays, Liquefied Petroleum gas, explosive magazines, contractual obligations, and local. | Bring together resource parents, agency representatives and community members to promote mutual coordination, cooperation and communication among foster families. | Association        | State Foster Parent Association  |
| POL-Acupuncture (BME)         | This division is responsible for making recommendations to the Board of Medical Examiners relating to the licensure and regulation of acupuncturists in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.         | Industry           | Acupuncture  |
| POL-Accountancy               | This division is responsible for the regulation of certified public accountants, public accountants, accounting practitioners and accounting firms in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.         | Industry           | Accountancy  |
| POL-Architecture              | This division is responsible for the regulation of licensed architects in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.         | Industry           | Architecture   |
| POL-Athletic Commission       | This division is responsible for the permitting of various athletic events, including boxing, kickboxing, off-the-street boxing, and mixed martial arts, and authorization of participants and associated professionals.       | Authorize athletic events, approve participating athletes, conduct pre-event inspection and monitor events.  | Industry           | Athletics  |
| POL-Auctioneers               | This division is responsible for the regulation of auctioneers in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.         | Industry           | Auctioneers  |
| POL-Barbers                   | This division is responsible for the regulation of barbers, master hair care specialists, barber training programs, barber shops, and hair braiders in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.         | Industry           | Barbers  |

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| Divisions or Major Programs  | Description  | Service/Product Provided to Customers  | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>                   |
|--|--|--|-------------------|--|
| POL-Perpetual Care Cemetery  | This division is responsible for the regulation of perpetual care cemeteries and the individuals operating them.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Perpetual Care Cemetery  |
| POL-Chiropractors  | This division is responsible for the regulation of the practice of chiropractic care in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Chiropractic   |
| POL-Contractors  | This division is responsible for the regulation of general and mechanical contractors, burglar and fire alarm system businesses, fire protection sprinkler systems businesses and commercial inspectors.                             | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | General and mechanical contractors, burglar and fire alarm system businesses, fire protection sprinkler systems businesses and commercial inspectors |
| POL-Cosmetologists   | This division is responsible for the regulation of cosmetology schools, cosmetologists, estheticians, and nail technicians in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Cosmetology schools, cosmetologists, estheticians, and nail technicians  |
| POL-Counselors/Marriage & Family Therapists/Psycho-Educational Specialists | This divisions is responsible for the regulation of licensed professional counselors, licensed marriage family therapists, interns of these professionals, and licensed psycho-educational specialists practicing in South Carolina. | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Professional counseling, marriage and family therapy, and psycho-educational services  |
| POL-Dentists/Dental Hygienists/Dental Technicians                          | This division is responsible for the regulation of dentists, dental hygienists and dental technicians in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Dentistry  |
| POL-Dieticians   | This division is responsible for the regulation of dieticians practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Dietetics  |

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| Divisions or Major Programs              | Description  | Service/Product Provided to Customers  | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i> |
|--|--|--|-------------------|--|
| POL-Embalmers/Funeral Directors          | This division is responsible for the regulation of embalmers, funeral directors and funeral homes in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Embalmers/Funeral Services   |
| POL-Engineers and Surveyors              | This division is responsible for the regulation of engineers and surveyors practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Engineers and Surveyors  |
| POL-Environmental Certifications         | This division is responsible for the regulation of environmental systems operators practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Environmental Systems Operation  |
| POL-Landscape Architects                 | This division is responsible for the regulation of landscape architects practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Landscape Architecture   |
| POL-Long Term Health Care Administrators | This division is responsible for the regulation of nursing home administrators, community residential care administrators, nursing home administrators in training practicing in South Carolina. | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Long Term Health Care Administration   |
| POL-Manufactured Housing                 | This division is responsible for the regulation of manufactured housing manufacturers, retail dealers, multi-lot salespersons, salespersons, contractors, installers and repairers.              | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Manufactured housing manufacturers, retail dealers, multi-lot salespersons, salespersons, contractors, installers and repairers    |
| POL-Massage/ Bodywork                    | This division is responsible for the regulation of licensed massage/bodywork therapists practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Massage/bodywork therapy   |

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| Divisions or Major Programs             | Description   | Service/Product Provided to Customers  | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i> |
|---|---|--|-------------------|--|
| POL-Nurses                              | This division is responsible for the regulation of nurses, including licensed practical nurses, registered nurses and advanced practice registered nurses, and nursing schools in South Carolina. | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Nursing  |
| POL-Occupational Therapists             | This division is responsible for the regulation of occupational therapists and occupational therapy assistants practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Occupational Therapy   |
| POL-Opticians                           | This division is responsible for the regulation of opticians and opticianry apprentices practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Opticianry   |
| POL-Optometrists                        | This division is responsible for the regulation of optometrists practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Optometry  |
| POL-Pharmacists/Pharm. Techs/Pharmacies | This division is responsible for the regulation of pharmacies, pharmacists and pharmacy technicians practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Pharmacy   |
| POL-Physical Therapists                 | This division is responsible for the regulation of physical therapists and physical therapist assistants practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Physical Therapy   |

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Customer Template

| Divisions or Major Programs                        | Description   | Service/Product Provided to Customers  | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>                                 |
|--|---|--|-------------------|--|
| POL-Physicians and Misc. Health Care Professionals | This division is responsible for the regulation of physicians, physician assistants, respiratory care practitioners, acupuncturists, anesthesiologist's assistants and registered cardiovascular invasive specialists practicing in South Carolina. | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Physicians, physician assistants, respiratory care practitioners, acupuncturists, anesthesiologist's assistants and registered cardiovascular invasive specialists |
| POL-Pilotage Commission                            | This division is responsible for the regulation of harbor pilots and harbor pilot apprentices practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Harbor Pilotage  |
| POL-Podiatrists                                    | This division is responsible for the regulation of podiatrists practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Podiatry   |
| POL-Psychologists                                  | This division is responsible for the regulation of psychologists practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Psychology   |
| POL-Pyrotechnic Safety                             | This division is responsible for the regulation of pyrotechnic wholesalers, jobbers, retailers, displayers, and manufacturers practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Pyrotechnic Safety   |
| POL-Real Estate Appraisers                         | This division is responsible for the regulation of real estate appraisers, mass appraisers and apprentices practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Real Estate Appraisal  |
| POL-Real Estate Brokers/Salesmen/Property Managers | This division is responsible for the regulation of real estate salesmen, real estate brokers and property managers practicing in South Carolina.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina. | Industry          | Real Estate Sales/Property Management  |

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Customer Template

| Divisions or Major Programs                     | Description   | Service/Product Provided to Customers  | Customer Segments | <i>Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics.</i>  |
|---|---|--|-------------------|---|
| POL-Residential Home Builders                   | This division is responsible for the regulation of residential home builders, residential specialty electrical contractors, residential specialty heating and air licensees, residential home inspectors, residential specialty plumbing licensees, and residential specialty contractor registrants. | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.                   | Industry          | Residential home builders, residential specialty electrical contractors, residential specialty heating and air licensees, residential home inspectors, residential specialty plumbing licensees, and residential specialty contractor registrants |
| POL-Social Workers                              | This division is responsible for the regulation of social workers practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.                   | Industry          | Social Work   |
| POL-Soil Classifiers                            | This division is responsible for the regulation of soil classifiers practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.                   | Industry          | Soil Classifiers  |
| POL-Speech-Language Pathologists & Audiologists | This division is responsible for the regulation of audiologists, speech-language pathologists, and interns and assistants in the fields of audiology and speech pathology practicing in South Carolina.   | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.                   | Industry          | Speech-Language Pathology and Audiology   |
| POL-Veterinarians                               | This division is responsible for the regulation of veterinarians and veterinary technicians practicing in South Carolina. Animal shelters providing veterinary services in South Carolina must also register with this division.  | Conduct disciplinary proceedings, license qualified applicants and establish the professional standard of care for licensees practicing in South Carolina.                   | Industry          | Veterinary  |
| POL/LLR   | This division is responsible for promoting the health, safety and economic well-being of the public through regulation, licensing, enforcement, training and education.   | Review licensure applications, conduct application review hearings, conduct disciplinary proceedings, provide educational outreach and training opportunities to the public. | General Public    | Age: All  |
|   |   |  |                   | Gender: All   |

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Customer Template

| Divisions or Major Programs | Description | Service/Product Provided to Customers | Customer Segments | Specify only for the following Segments: (1) Industry: Name; (2) Professional Organization: Name; (3) Public: Demographics. |
|-----------------------------|-------------|---------------------------------------|-------------------|---|
|                             |             |                                       |                   | Economic Requirements: All incomes  |
|                             |             |                                       |                   | Other Required Conditions: None   |

| Name of Partner Entity                          | Type of Partner Entity        | Description of Partnership   | Associated Objective(s) |
|---|-------------------------------|--|-------------------------|
| Department of Employment and Workforce          | State Government              | DEW provides OSHA and other departments within the Division of Labor information to assist with employer identification and contact.   |                         |
| OSHA  | Federal Government            | OSHA promulgates applicable safety standards and regulations that SC OSHA utilizes to assist in both providing health and safety consultations and trainings to employers statewide as well as enforcing such standards as necessary.  |                         |
| VPP Sites and Facilities                        | Private Business Organization | Assists with providing the "OSHA 10" Classes to high school students; serve as trainers.   |                         |
| EMS Association                                 | Association                   | The purpose of this organization is to study, discuss and recommend improvements in EMS as well as to cooperate with other organizations and to effect more efficient administration of EMS. They also have representation on the EMS Working Group that meets quarterly.  |                         |
| Fire and Life Safety Education Association (SC) | Association                   | Mission is to promote fire and life safety education for the general public and to encourage fire and life safety organizations to be proactive in the preventive measures in safety education, thereby reducing the number of preventable injuries and/or deaths in our state.  |                         |
| Fire Chiefs' Association (SC)                   | Association                   | To provide leadership to career and volunteer fire service leaders, managers of emergency services organizations, persons interested in: saving life, protecting property, mitigating, and responding to all hazards that threaten the well being of our neighbors throughout the State of South Carolina through vision, information, services and representation to enhance their professionalism and capabilities.  |                         |
| Fire Marshals Association (SC)                  | Association                   | To unite for mutual benefit those public officials and private persons engaged in fire inspection and prevention of fires. To provide for exchange of technical information and developments. To cooperate with other inspection agencies and associations to further fire prevention, fire inspections and life safety protection. To encourage a high professional standard of conduct among fire inspectors and to continually strive to eliminate all factors which interfere with administration of fire prevention, inspections, and life safety protection. |                         |
| Firefighters' Association (SC)                  | Association                   | To enhance professionalism and increase capabilities within our state's fire service organizations and by doing so, help them to better respond to emergencies involving fire, rescue, hazardous materials, acts of terrorism and natural disasters.   |                         |

| Name of Partner Entity                            | Type of Partner Entity        | Description of Partnership  | Associated Objective(s) |
|---|-------------------------------|---|-------------------------|
| International Society of Fire Service Instructors | Association                   | ISFSI leads fire and EMS instructors in their efforts to reduce firefighter fatalities and injuries, increase firefighter safety, and improve the profession through education and training.  |                         |
| Propane Gas Association (SC)                      | Association                   | To maintain high standards of practice within the industry, and in so doing, protect and expand the ability of its members to compete in the marketplace.   |                         |
| Sprinkler Association (SC)                        | Association                   | Seeks to promote the fire sprinkler industry in South Carolina and improve life safety for all citizens of the state through the proper installation of fire sprinklers.  |                         |
| SCDAODAS  | State Government              | LLR and DAODAS collaborate in furtherance of special initiatives relating to addiction and overdose prevention, including the development of the Joint Naloxone Protocol, pursuant to S.C. Code Ann. § 44-130-40, and other efforts in furtherance of the work of the South Carolina Prescription Drug Abuse Prevention Council authorized by Executive Order 2014-22.  |                         |
| SCDHEC  | State Government              | LLR and DHEC partner to protect the public from environmental and health-related concerns. LLR and DHEC have overlapping regulatory authority over a number of professionals and/or facilities.   |                         |
| SC Recovering Professional Program (RPP)          | Private Business Organization | Pursuant to a contractual relationship with LLR, RPP coordinates the evaluation and monitoring of impaired professionals licensed by the following boards: Chiropractic Examiners; Counselors, Marriage and Family Therapists and Psycho-Educational Specialist; Dentistry; Engineers/Surveyors; Long Term Health Care Administrators; Medical Examiners; Nursing; Occupational Therapy; Optometry; Pharmacy; Physical Therapy Examiners; Podiatry Examiners; Psychology; Social Work Examiners; Speech-Language Pathology and Audiology; and Veterinary Medical Examiners. RPP's services may be initiated pursuant to a board's order or a licensee's voluntary enrollment. |                         |
| Professional Associations                         | Professional Association      | Professional and Occupational Licensing (POL) boards often collaborate with their respective professional association to provide feedback, including the identification of potential regulatory burdens, regarding proposed legislation and/or regulations.   |                         |
| Continuing Education Providers                    | Private Business Organization | Various POL boards must approve courses offered by vendors for continuing education credits for licensed professionals.   |                         |

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Partner Template

| Name of Partner Entity           | Type of Partner Entity        | Description of Partnership   | Associated Objective(s) |
|----------------------------------|-------------------------------|--|-------------------------|
| PSI                              | Private Business Organization | LLR contracts with PSI to administer professional licensing exams for various POL boards.  |                         |
| Federal Bureau of Investigations | Federal Government            | LLR submits criminal national background requests for initial and renewal licensure applicants when specifically authorized by the applicable practice act and/or regulations.       |                         |
| SC Law Enforcement Division      | State Government              | LLR submits South Carolina criminal background requests for initial and renewal licensure applicants when specifically authorized by the applicable practice act and/or regulations. |                         |
| National Practitioner Data Bank  | Federal Government            | LLR submits reports of disciplinary actions involving certain professionals to the NPDB as required by federal law.  |                         |
| Wells Fargo                      | Private Business Organization | LLR utilizes Wells Fargo for electronic ACH processing.  |                         |
| First Data Merchant Services     | Private Business Organization | LLR utilizes First Data Merchant Services for credit card processing.  |                         |
| DEA                              | Federal Government            | LLR and DEA collaborate regarding licensure and possible violations involving controlled substances.   |                         |
| FDA                              | Federal Government            | LLR and FDA collaborate regarding the regulation of certain aspects of the practice of pharmacy in South Carolina.   |                         |
| DHHS                             | Federal Government            | LLR and DHHS collaborate regarding multiple regulatory issues relating to the delivery of healthcare services and associated billing practices.                                      |                         |
| SC Attorney General's Office     | State Government              | LLR occasionally seeks advisory opinions from the S.C. Attorney General's office and cooperates in cases within its jurisdiction, as appropriate.                                    |                         |
| US Attorney's Office             | Federal Government            | LLR partners with the U.S. Attorney's Offices in cases involving the investigation and prosecution of federal crimes involving licensees or permitted facilities.                    |                         |

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Report Template

| Item | Report Name   | Name of Entity Requesting the Report  | Type of Entity | Reporting Frequency | Submission Date (MM/DD/YYYY) | Summary of Information Requested in the Report  | Method to Access the Report   |
|------|---|---------------------------------------|----------------|---------------------|------------------------------|---|---|
| 1    | 5- Year Strategic Management Plan - Annual Performance Plan | OSHA                                  | Federal        | Annually            | 08/01/2017                   | Sets out goals and strategies for a five year period, with progress on these goals and strategies being assessed and reported annually.   | <a href="http://www.scosha.llronline.com/pdfs/SC-SOAR-FY-2015.pdf015.pdf">http://www.scosha.llronline.com/pdfs/SC-SOAR-FY-2015.pdf015.pdf</a> |
| 2    | 1% Expenditure Report                                       | General Assembly                      | State          | Annually            | No Date Listed               | LLR shall report annually to the Chairman of the Senate Finance Committee and the Chairman of the House Ways and Means Committee where any growth above the base authorization of 38-7-30 is expended and for what purposes within the Division of Fire and Life Safety.  | Senate Finance and House Ways and Means   |
| 3    | Accountability Report                                       | Executive Budget Office               | State          | Annually            | 09/15/2016                   | To state the agency's mission, objectives to accomplish the mission, and performance measures that show the degree to which the objectives are being met.   | <a href="http://www.admin.sc.gov/budget/agency-accountability-reports">http://www.admin.sc.gov/budget/agency-accountability-reports</a>       |
| 4    | Accountancy Report - §40-2-80(B)(2)                         | General Assembly                      | State          | Annually            | No Date Listed               | LLR shall annually post a report related to the number of complaints received, the number of investigations initiated, the average length of investigations, and the number of investigations that exceed 150 days.   | Agency's website  |
| 5    | Accountancy Report: 268 of 2014, Section 6                  | General Assembly                      | State          | Annually            | No Date Listed               | LLR Director must submit an annual report to the Chairmen of the Senate and House Committees on Labor, Licensing and Regulation concerning the workload of the Accountancy Board's Administrator, specifically addressing the amount of time the administrator must devote to the work of the Accountancy Board compared to the amount of time that he must devote to other duties and responsibilities. The other duties and responsibilities, and the time devoted to them, must be itemized in the report. | Senate and House Committees on Labor, Licensing and Regulation  |
| 6    | Agency Regulatory Review Report                             | General Assembly - Codes Commissioner | State          | 5 Years             | 05/01/2018                   | Each state agency, which promulgates regulations or to which the responsibility for administering regulations has been transferred, shall conduct a formal review of all regulations which it has promulgated or for which it has been transferred the responsibility of administering.   | Hard copy available upon request  |
| 7    | Bank Account Transparency and Accountability                | General Assembly                      | State          | Annually            | 10/01/2017                   | Each state agency having composite reservoir bank accounts or any other accounts containing public funds which are not included in the Comptroller Generals South Carolina Enterprise Information System shall prepare a report for each account disclosing every transaction of the account in the prior fiscal year   | State Fiscal Accountability Authority   |
| 8    | Base Budget Analysis  | General Assembly                      | State          | Annually            | 09/15/2018                   | Requires state agencies to make public their Annual Accountability Report and sets guidelines for the report.   | <a href="http://www.scstatehouse.gov/reports/reports.php">http://www.scstatehouse.gov/reports/reports.php</a>                                 |

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Report Template

| Item | Report Name                                     | Name of Entity Requesting the Report                            | Type of Entity | Reporting Frequency | Submission Date (MM/DD/YYYY)   | Summary of Information Requested in the Report  | Method to Access the Report   |
|------|---|---|----------------|---------------------|--|---|---|
| 9    | Bonuses Report                                  | Department of Administration, Division of State Human Resources | State          | Annually            | 08/31/2018   | Requires each state agency to report bonuses given to state employees during the preceding fiscal year.   | Department of Administration, Division of State Human Resources   |
| 10   | Capital Asset Report                            | Comptroller General   | State          | Annually            | 09/15/2017   | Requires reporting and information of all Agency Capital Assets   | <a href="http://www.cg.sc.gov/publicationsandreports/Pages/CAFR.aspx">http://www.cg.sc.gov/publicationsandreports/Pages/CAFR.aspx</a> |
| 11   | Capital Lease Report Verification Form          | State Treasurer's Office  | State          | Annually            | 07/14/2018   | Requires reporting and information on any Agency Capital Lease  | Comptroller General's Office  |
| 12   | Commuting Costs (Proviso 117.82)                | Comptroller General   | State          | Quarterly           | 09/30/2017;<br>12/31/2017;<br>03/31/2018;<br>06/30/2018                | Provides information on commuting costs, including the date funds collected from employee, employee name, number of commuting miles, and amount collected.  | Comptroller General's Office.   |
| 13   | Comprehensive Permanent Improvement Plan (CPIP) | General Assembly  | State          | Annually            | 07/07/2018   | Agency's 5 year plan for permanent improvements   | <a href="http://admin.sc.gov/budget/capital-budgeting-unit/CPIP">http://admin.sc.gov/budget/capital-budgeting-unit/CPIP</a>           |
| 14   | Corrective Action Plan                          | OSHA  | Federal        | Annually            | 07/31/2018   | Lists SC OSHA's plan to correct any issues or concerns in the annual FAME (Federal Annual Monitoring and Evaluation) Report.  | www.osha.gov  |
| 15   | Debt Collection Reports                         | General Assembly  | State          | Annually            | 02/28/2018   | Requires state agencies to provide a report detailing the amount of its outstanding debt and all methods it has used to collect that debt. For purposes of this provision, outstanding debt means a sum remaining due and owed to a state agency by a non-governmental entity for more than sixty (60) calendar days. | Agency's website  |
| 16   | Deficit Monitoring (Proviso 117.81)             | Executive Budget Office   | State          | Quarterly           | 09/30/2017;<br>12/31/2017;<br>03/31/2018;<br>06/30/2018                | Requires a statement that Agency is not running a deficit and explanation of what measures Agency is taking to ensure it will not run a deficit (i.e. monitor revenues and expenditures).   | Executive Budget Office.  |
| 17   | Director Regulatory Review Report               | General Assembly  | State          | Annually            | No Date Listed   | Requires Director of agency to prepare a report indicating those regulated trades, occupations, and professions that do not meet the spirit and intend of Section 40-1-10   | General Assembly  |
| 18   | Discrimination Policy (EEO Report)              | SC Human Affairs Commission                                     | State          | Annually            | 10/31/2017   | Requires each state agency to submit to SC Human Affairs Commission employment and filled vacancy data by race and sex.   | <a href="http://www.scstatehouse.gov/reports/reports.php#s">http://www.scstatehouse.gov/reports/reports.php#s</a>                     |
| 19   | Federal Financial Report                        | US Department of Labor  | Federal        | Quarterly           | 01/31/2017;<br>04/30/2017;<br>07/31/2017;<br>10/31/2017;<br>03/31/2017 | Report on grant draw amounts, grant expenditures, and grant balance.  | Hard copy available upon request.   |

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Report Template

| Item | Report Name                                   | Name of Entity Requesting the Report                                     | Type of Entity | Reporting Frequency | Submission Date (MM/DD/YYYY)   | Summary of Information Requested in the Report   | Method to Access the Report  |
|------|---|--|----------------|---------------------|--|--|--|
| 20   | FFR Cash Transaction Report                   | US Department of Health and Human Services                               | Federal        | Quarterly           | 01/31/2017;<br>04/30/2017;<br>07/31/2017;<br>10/31/2017;<br>03/31/2017 | Report on grant draw amounts, grant expenditures, and grant balance.   | Hard copy available upon request.  |
| 21   | Fines and Fees Report                         | General Assembly   | State          | Annually            | 09/01/2018   | Requires state agencies to provide and release to the public via the agency's website a report of all aggregate amounts of fines and fees that were charged and collected by that state agency in the prior fiscal year.   | Agency's website   |
| 22   | Fire Safe Cigarette Report                    | General Assembly   | State          | Annually            | Every 3 years  | Requires State Fire Marshal to review the effectiveness of Section 23-51-30 and report every three years to the General Assembly the State Fire Marshal's findings and, if appropriate, recommendations for legislation to improve the effectiveness of the Act. | General Assembly   |
| 23   | Hidden Earmarks Report                        | Executive Budget Office  | State          | Annually            | 11/01/2017   | Requires agencies to list any known appropriations the agency received that are intended as a pass-through to another entity.  | Executive Budget Office.   |
| 24   | Immigration Bill Funding Report               | General Assembly   | State          | Annually            | 02/06/2018   | Requires the agency to compile an accountability report outlining expenditures of the Immigration Bill funding provided in Proviso 81.8.   | Agency's website   |
| 25   | Minority Business Enterprise Utilization Plan | SC Division of Small and Minority Business Contracting and Certification | State          | Annually            | 08/15/2018   | Provides the annual agency goal for utilizing small and minority business to fulfill needs for goods and services. In addition, the plan outlines the major types of goods and services purchased to potentially fulfill the goal.                               | SC Division of Small and Minority Business Contracting and Certification |
| 26   | Organizational Charts                         | General Assembly   | State          | Annually            | 09/01/2018   | Directs each agency to provide to Human Resources. This is provided through SCEIS.   | SCEIS  |
| 27   | Real Estate - § 40-57-720(F)                  | General Assembly   | State          | Annually            | No Date Listed   | Requires report that provides the data for the number of complaints received, the number of investigations initiated, the average length of investigations, and the number of investigations that exceed 150 days for Real Estate Commission.                    | Agency's website   |
| 28   | Reporting Packages and Closing Reports        | Comptroller General  | State          | Annually            | Various  | Comprehensive Annual Financial Report (CAFR) related information; Fiscal Year End Reporting Packages   | Comptroller's Office   |
| 29   | Schedule of Expenditures of Federal Awards    | SC Office of State Auditor   | State          | Annually            | 08/18/2018   | Requires information on federal grants received by agency, including federal grantor, amount and expenditures.   | SC Office of State Auditor   |

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Report Template

| Item | Report Name  | Name of Entity Requesting the Report   | Type of Entity | Reporting Frequency | Submission Date (MM/DD/YYYY)   | Summary of Information Requested in the Report  | Method to Access the Report  |
|------|--|--|----------------|---------------------|--|---|--|
| 30   | Small and Minority Business Contracting and Certification MBE Quarterly Progress Report                      | SC Division of Small and Minority Business Contracting and Certification   | State          | Quarterly           | Quarterly - month following end of quarter:<br>10/2017;01/2018; 04/2018; 07/2018 | Agency reports on dollar value of funds expended with minority business and other information each quarter.   | SC Division of Small and Minority Business Contracting and Certification   |
| 31   | Sole Source Procurements, Emergency Procurements, Unauthorized Procurements, Trade-Ins, Preference, 10% Rule | MMO-SFAA   | State          | Quarterly           | Quarterly - month following end of quarter:<br>10/2017;01/2018; 04/2018; 07/2018 | Requires that agency provide details of these procurement items, including purchase order date, amount, vendor name, description of goods/service.  | MMO-SFAA   |
| 32   | South Carolina State Accident Fund Payroll Report (WCC)  | State Accident Fund  | State          | Annually            | 08/25/2018   | Includes number of persons covered for workers compensation to include work class code and payroll information for the SAF to determine the agency's WCC premiums/rates.  | SFAA   |
| 33   | Travel Report  | Comptroller General, Senate Finance Committee, the House Ways and Means Committee, and the Statehouse Press Room | State          | Annually            | 9/20/2016  | Requires state agencies to report at a minimum the top 10% of employees for whom travel expenses and registration fees were paid within each agency, not to exceed 25 employees per agency.   | <a href="http://www.cg.sc.gov/publicationsandreports/Pages/travelreports.aspx">http://www.cg.sc.gov/publicationsandreports/Pages/travelreports.aspx</a>                                    |
| 34   | Veterinarian - § 40-69-300(D) and (F)  | General Assembly   | State          | Annually            | 01/31/2018   | Requires LLR post on its website reports from animal shelters documenting the number of animals admitted to the facility and the method by which those animals exist at the facility (adoption, fostering, natural death, euthanasia, transfer to another state or other means of discharge); and the posting of a list of all emergency veterinarian clinics in each county. | Agency's website   |
| 35   | Voluntary Incentive Program (VIP)  | SC Department of Revenue   | State          | Annually            | 06/01/2018   | Report consists of names and social security numbers of volunteer firefighters, rescue squad workers, and volunteer hazardous material "HazMat" team members who meet deduction qualifications.   | To allow for safekeeping of information received, the State Fire Marshal's office works in conjunction with the DOR for protected delivery of this private information in a secure format. |
| 36   | V-Safe Report  | General Assembly   | State          | Annually            | No Date Listed   | Requires State Fire Marshal to provide annual report of all grant awards and corresponding chartered fire department purchases made through V-Safe program.   | General Assembly   |

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External Review Template

| Item | Name of Entity Conducted External Review | Type of Entity | External Review Timeline (MM/DD/YYYY to MM/DD/YYYY) | Method to Access the External Review Report   |
|------|--|----------------|---|---|
| 1    | Federal OSHA                             | Federal        |   | FAME (Federal Annual Monitoring and Evaluation) Report found at <a href="https://www.osha.gov/dcsp/osp/efame/index.html">https://www.osha.gov/dcsp/osp/efame/index.html</a> |
| 2    | Legislative Audit Council                | State          | 02/23/2017 to [in progress]                         | In progress   |
| 3    | Division of State Human Resources        | State          | 07/01/2014 to 06/30/2015                            | Hard copy supplied upon request   |
| 4    | State Auditor's Office                   | State          | June 2017 to July 2017                              | <a href="http://www.osa.sc.gov">www.osa.sc.gov</a>  |