



South Carolina Department of Labor, Licensing and Regulation

South Carolina Board of Medical Examiners

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llr.sc.gov/med

2023-2025 LATE RENEWAL APPLICATION FOR PHYSICIAN ASSISTANT

Renewal Instructions/Requirements:

- After December 31, 2023, license is expired and practice is not allowed.
 - January 1, 2024 - December 31, 2024, late renewal application is required.
 - After December 31, 2024, reactivation of license is required.
- **Biennial Renewal / Late Fees:**
 - Renewed/postmarked January 1, 2024 – December 31, 2024: Late Fee \$45 + Renewal Fee \$45 = **\$90**
 - Check or money order only (no cash) made payable to the S.C. Board of Medical Examiners. (All fees are non-refundable. A returned check fee of up to \$30, or an amount specified by law, may be assessed on all returned funds.)
- Current copy of NCCPA certificate from NCCPA website <https://portal.nccpa.net/verifypac>
- **Continuing Education Requirements:**
 - For physician assistants with controlled substance prescriptive authority, Section 40-47-965(B)(2) requires: “every two years, the physician assistant shall provide documentation of four continuing education hours related to approved procedures of prescribing and monitoring controlled substances listed in Schedules II, III, and IV of the schedules provided for in Sections 44-53-210, 44-53-230, and 44-53-250.”
 - DO NOT SUBMIT continuing education certificates to the Board. The Board will not maintain copies. A random audit will be conducted at the end of the renewal period requiring proof of CME documentation. To maintain your CME, licensees may submit their continuing education hours to CE Broker prior to renewing. You can activate your free CE Broker account using the following link: www.cebroke.com/sc/account/basic.
- SC Code Section 40-47-41(C) requires a licensee to “notify the board in writing within fifteen business days of any change of residential address, office address, or office telephone number.” Failure to maintain a current address could result in important correspondence not reaching you.

If you would like your name added to the SC Statewide Emergency Registry of Volunteers, please visit: www.scserv.gov.

SC License No.: _____

Note for SC Residents: To find your Congressional District you may go to: <http://www.scstatehouse.gov/legislatorssearch.php>

LICENSEE INFORMATION

Last Name: _____ First: _____ Middle: _____

Since your last renewal (or initial licensure if this is your first renewal since you were licensed), have you legally changed your name? Yes No Prior Name: _____

If yes, please submit legal documentation supporting the change. (Marriage certificate, divorce decree, etc.)

Home Address: _____ City: _____ State: _____ Zip: _____ District: _____
Congressional District (SC residents only)

Mailing Address: _____ City: _____ State: _____ Zip: _____
(If different than above)

Phone No.: _____ Email: _____

Note: If you need to add an Employer/Supervising Physician or terminate an existing Supervising Physician relationship, submit the requests through the PA Scope of Practice Guidelines Portal:

<https://lir.sc.gov/med/pascope.aspx>

Supervising Physician's Name: _____ SC License No.: _____

Alternate Supervising Physician's Name: _____ SC License No.: _____

Alternate Supervising Physician's Name: _____ SC License No.: _____

Activity Status (Check one only):

- | | |
|--|---|
| <input type="checkbox"/> Active Practice, in SC | <input type="checkbox"/> Active Practice, Out-of-State: _____ |
| <input type="checkbox"/> Active Practice, Volunteer Work Only | <input type="checkbox"/> Not Currently Practicing, Disabled |
| <input type="checkbox"/> Not Currently Practicing, Seeking Licensed Practice | <input type="checkbox"/> Retired |
| <input type="checkbox"/> Not Currently Practicing, Not Seeking Licensed Practice | <input type="checkbox"/> Other |

Do you use telemedicine to deliver services to patients located in South Carolina? Yes No

PRIMARY LOCATION OF PRACTICE

Business Address: _____

City: _____ State: _____ Zip: _____ County: _____

No. of Hours Worked Per Week: _____

Primary Practice Setting: (Where patients are seen initially)

- | | | |
|---|--|---|
| <input type="checkbox"/> Hospital, Non-Federal General | <input type="checkbox"/> Hospital, Non-Federal Psychiatric | <input type="checkbox"/> Hospital, Non-Federal Rehab |
| <input type="checkbox"/> Federal, Military Health Facility | <input type="checkbox"/> Federal, Non-Military Health Facility | <input type="checkbox"/> Freestanding Outpatient Clinic |
| <input type="checkbox"/> Freestanding Ambulatory Surgery Center | <input type="checkbox"/> Freestanding Emergency/Urgent Care | <input type="checkbox"/> Private Office |
| <input type="checkbox"/> University/College of Medicine | <input type="checkbox"/> Administrative/Regulatory Health | <input type="checkbox"/> Business Establishment |
| <input type="checkbox"/> Other: (Specify) _____ | | |

Type of Practice: (Source of income)

- | | | |
|--|---|---|
| <input type="checkbox"/> Other Private Employer | <input type="checkbox"/> Local Government | <input type="checkbox"/> Self, Solo |
| <input type="checkbox"/> Self; Group, Same Specialty | <input type="checkbox"/> Self; Group, Multi-Specialty | <input type="checkbox"/> Non-Profit Health Agency |
| <input type="checkbox"/> State Government | <input type="checkbox"/> Federal, Military | <input type="checkbox"/> Federal, Civilian |
| <input type="checkbox"/> Other: (Specify) _____ | | |

SECONDARY LOCATION OF PRACTICE

Business Address: _____

City: _____ State: _____ Zip: _____ County: _____

No. of Hours Worked Per Week: _____

Secondary Practice Setting: (Where patients are seen initially)

- | | | |
|---|--|---|
| <input type="checkbox"/> Hospital, Non-Federal General | <input type="checkbox"/> Hospital, Non-Federal Psychiatric | <input type="checkbox"/> Hospital, Non-Federal Rehab |
| <input type="checkbox"/> Federal, Military Health Facility | <input type="checkbox"/> Federal, Non-Military Health Facility | <input type="checkbox"/> Freestanding Outpatient Clinic |
| <input type="checkbox"/> Freestanding Ambulatory Surgery Center | <input type="checkbox"/> Freestanding Emergency/Urgent Care | <input type="checkbox"/> Private Office |
| <input type="checkbox"/> University/College of Medicine | <input type="checkbox"/> Administrative/Regulatory Health | <input type="checkbox"/> Business Establishment |
| <input type="checkbox"/> Other | | |

Secondary Type of Practice: (Source of income)

- | | | |
|--|---|---|
| <input type="checkbox"/> Other Private Employer | <input type="checkbox"/> Local Government | <input type="checkbox"/> Self, Solo |
| <input type="checkbox"/> Self; Group, Same Specialty | <input type="checkbox"/> Self; Group, Multi-Specialty | <input type="checkbox"/> Non-Profit Health Agency |
| <input type="checkbox"/> State Government | <input type="checkbox"/> Federal, Military | <input type="checkbox"/> Federal, Civilian |
| <input type="checkbox"/> Other | | |

THIRD LOCATION OF PRACTICE

Business Address: _____

City: _____ State: _____ Zip: _____ County: _____

No. of Hours Worked Per Week: _____

Third Practice Setting: (Where patients are seen initially)

- | | | |
|---|--|---|
| <input type="checkbox"/> Hospital, Non-Federal General | <input type="checkbox"/> Hospital, Non-Federal Psychiatric | <input type="checkbox"/> Hospital, Non-Federal Rehab |
| <input type="checkbox"/> Federal, Military Health Facility | <input type="checkbox"/> Federal, Non-Military Health Facility | <input type="checkbox"/> Freestanding Outpatient Clinic |
| <input type="checkbox"/> Freestanding Ambulatory Surgery Center | <input type="checkbox"/> Freestanding Emergency/Urgent Care | <input type="checkbox"/> Private Office |
| <input type="checkbox"/> University/College of Medicine | <input type="checkbox"/> Administrative/Regulatory Health | <input type="checkbox"/> Business Establishment |
| <input type="checkbox"/> Other | | |

Third Type of Practice: (Source of income)

- | | | |
|--|---|---|
| <input type="checkbox"/> Other Private Employer | <input type="checkbox"/> Local Government | <input type="checkbox"/> Self, Solo |
| <input type="checkbox"/> Self; Group, Same Specialty | <input type="checkbox"/> Self; Group, Multi-Specialty | <input type="checkbox"/> Non-Profit Health Agency |
| <input type="checkbox"/> State Government | <input type="checkbox"/> Federal, Military | <input type="checkbox"/> Federal, Civilian |
| <input type="checkbox"/> Other | | |

For **ALL** work locations – Number of Hours Worked Per Week: _____

EXPANDED RX AUTHORITY QUESTIONS

- Do you have a South Carolina DHEC/DEA Controlled Substance Registration? Yes No
If Yes, list your scheduled Rx Authority class: _____
- Have you completed the required 4 hours of continuing education in controlled substance prescribing? (Not applicable if this is your first renewal) Yes No N/A

PERSONAL HISTORY QUESTIONS

If you answer Yes to any of the below questions, please attach a detailed written explanation along with any supporting documentation.

- Since your last renewal (or if this is your first renewal since your initial license application), have you been convicted of, pled guilty to, or pled nolo contendere to a felony of any kind or to a non-felony crime involving drugs? Yes No
- Since your last renewal (or if this is your first renewal since your initial license application), has any order or other disciplinary action been taken against you by any health professional licensing body or agency (other than the SC Board of Medical Examiners)? Yes No
- Since your last renewal (or if this is your first renewal since your initial license application), have any hospital privileges been revoked, suspended, restricted, denied or voluntarily surrendered? **(Include the relinquishment of privileges while under investigation or pending action for any reason. Do not include the relinquishment of privileges as a result of a personal decision.)** Yes No

4. Since your last renewal (or if this is your first renewal since your initial license application), have you experienced any physical or mental disease or condition, including an addiction to drugs or alcohol, that currently interferes with your ability to competently and safely perform the essential functions of practice? **(If you are voluntarily enrolled in the Recovering Professionals Program (RPP) and have remained in full compliance, you may answer “No” with respect to any condition involving abuse of alcohol or drugs. If you have a physical or mental disease or condition that is appropriately being treated and does not currently impair your judgment or otherwise adversely affect your ability to practice, you may answer “No.”)** Yes No
5. Since your last renewal (or if this is your first renewal since your initial license application), have you been discharged involuntarily from employment? Yes No
6. Since your last renewal (or if this is your first renewal since your initial license application), has there been any change in the status of your lawful presence in the United States? Yes No

ATTESTATION

I HEREBY swear/affirm I have read all questions on this renewal application and have answered truthfully, accurately and completely. I hereby acknowledge that failure to answer these questions truthfully, accurately and completely shall constitute cause for the initiation of disciplinary action against my South Carolina licensure.

Select one:

- I certify that I **have not** practiced as a Physician Assistant in South Carolina since the lapse of my license on December 31, 2023.
- I certify that I **have** practiced as a Physician Assistant in South Carolina since the lapse of my license on December 31, 2023.

Signature: _____ Date: _____

PRIVACY NOTICE

South Carolina law requires the agency to collect personal information which is only disseminated as required by law. The South Carolina Freedom of Information Act ensures that the public has a right to access appropriate records and information possessed by a government agency. Therefore, some personal information on your renewal application and other documents on file may be subject to public scrutiny or release. The Department collects and disseminates personal information in compliance with The South Carolina Freedom of Information Act, the South Carolina Family Privacy Protection Act and other applicable privacy laws and regulations. Additionally, the Department shares certain information on the application with other governmental agencies for various governmental purposes, including research and statistical purposes.