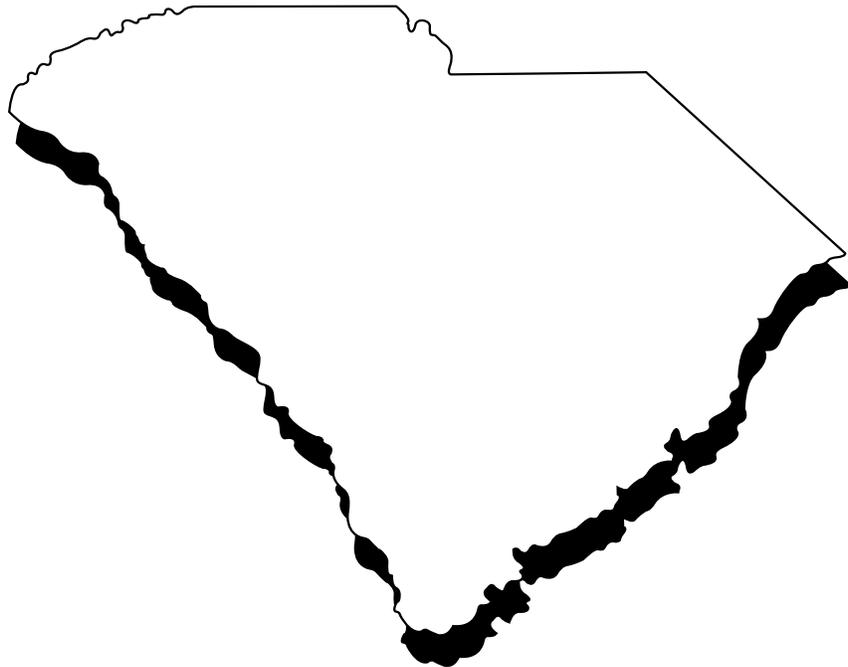


SOUTH CAROLINA DEPARTMENT OF
LABOR, LICENSING AND REGULATION



1996-97 ANNUAL REPORT

David M. Beasley, Governor
Lewis F. Gossett, Director



LLR

SOUTH CAROLINA DEPARTMENT OF LABOR, LICENSING AND REGULATION

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The Honorable David M. Beasley
Governor of South Carolina

Enclosed is the fourth Annual Report from the South Carolina Department of Labor, Licensing and Regulation for the fiscal year ending June 30, 1997.

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

Respectfully submitted,

A handwritten signature in cursive script that reads "Lewis F. Gossett".

Lewis F. Gossett
Director of Labor, Licensing and Regulation

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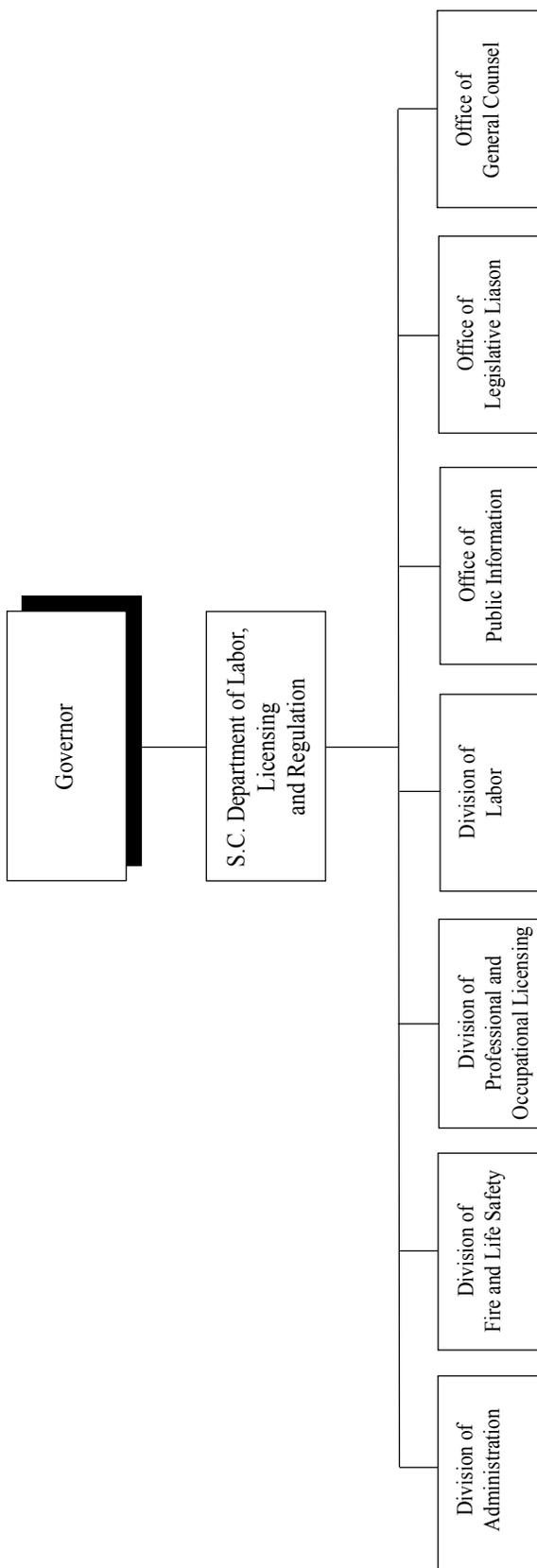
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Agency History

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

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

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



Mission Statement

The mission of the South Carolina Department of Labor, Licensing and Regulation is to protect the safety, health, and well-being of the citizens of South Carolina by the appropriate regulation and education of employers and employees, licensed professionals and occupational practitioners, and property owners and property users.

We will accomplish our mission by:

- promoting a regulatory climate where businesses and individuals can create jobs and wealth which will in turn benefit our citizens;
- conducting appropriate inspection and complaint investigation programs and, when necessary, pursuing enforcement options as provided by law;
- administering licensing, permitting, and certification programs, as provided by law;
- providing appropriate education, information, and outreach programs;
- serving as the state's fire safety focal point by providing code enforcement, fire safety education and prevention programs, and training to volunteer, paid, and industrial firefighters; and
- responsibly using resources available to us to serve the public in an impartial, consistent, timely, and courteous manner that promotes trust, confidence, and accountability between us and those we serve.

Accomplishments 1996-97

Division of Fire and Life Safety

Office of State Fire Marshal

- Secured computers and software for fire departments to use and to report on the S.C. Fire Incident Reporting System.
- Reached more than 50,000 students, kindergarten through third grade, with fire safety education curriculum. Began expansion of the Freddie curriculum to include second and third graders.
- Worked with other state agencies in the distribution of smoke detectors and fire safety materials across the state. The office assisted in the distribution of more than 90,000 smoke detectors.
- Distributed monthly news releases to various sources across the state including the media and other entities on fires, heating, holiday and fireworks safety.
- Convened a public fire safety summit to solicit ideas from fire service leaders across the state on additional ways to get the fire safety message to the public and to kick off development of a strategic plan for public fire safety education in South Carolina.
- Conducted a public fire education workshop for more than 80 attendees.
- Organized the “Adopt a Hospital” program with hospitals and local fire departments to ensure fire safety within facilities.
- Distributed fire safety videos to 297 elementary schools and more than 40 fire departments.
- Conducted 20 percent more inspections than last year.
- Fielded the updated State Fire Marshal Certification Course.
- Conducted six training sessions taught by industry experts on fire pumps, hood fire suppression systems, and fire protection sprinkler systems.
- Provided four free training seminars for local fire officials.
- Conducted monthly training classes for deputy state fire marshals.
- Conducted monthly fire safety training seminars for new foster parents.
- Underwent a quality improvement program which reduced the average plan’s review time from 38 to 18 days and streamlined the plan review process.
- Began writing regular code articles for local inspectors in the *Fire and Life Safety* newsletter.

The S.C. Fire Academy

- Enhanced and improved all aspects of course delivery to include resident training and props.
- Increased off-campus and resident course delivery with less course cancellations.
- Increased number of courses offered.
- Added resident training props including a 300-foot rail line, rail cars for haz mat training, and a comprehensive confined space rescue prop. A 32-foot mobile confined space rescue trailer was purchased to facilitate the delivery of this course off-campus.
- Redesigned the Southeastern Fire School for on-site delivery.
- Added regional weekends at the Fire Academy for the public fire service.
- Outfitted the video studio.
- Purchased one used fire pumper and one used fire aerial ladder truck. Another used pumper was refurbished for course delivery. Purchasing the used vehicles saved the Fire Academy at least a half million dollars.
- Increased the industrial course delivery from 160 courses last year to 280 courses this year with a corresponding increase in gross industrial revenue from \$599,000 last year to \$1.25 million this year.
- Consistently received high marks on course evaluations from industrial plants attending training.
- Co-hosted a fire service Legislative Appreciation Day with the S.C. State Firemen's Association.
- Improved relationships with fire service organizations through the development of several

"partnerships" for training delivery.

- Redesigned course catalogs to conserve resources into a one-year catalog guide with a six-month course schedule.
- Implemented a computerized program evaluation system to measure course delivery quality.
- Developed an industrial training video with S.C. ETV and mailed it to customers to market the Fire Academy.
- Completed and implemented the third of three public fire service basic courses statewide to 400 instructors.
- Implemented a new instructor certification policy for the 600 part-time instructors.
- Implemented a technical review process for curriculum development with the Fire Academy's Advisory Committee.

Division of Labor

- South Carolina continues to lead the nation for the most VPP Palmetto Star sites in any State Plan state. All consultants in the OSHA Office of Voluntary Programs are using laptops/PCs to generate reports. OVP continues to use regional training programs to make it easier for employees to attend. The OVP administrator writes articles for the *Fire and Life Safety* newsletter and *OSHAGRAM*.
- The Office of Elevators and Amusement Rides produced an amusement ride safety coloring book for children that was distributed at the State Fair in Columbia.
- The Migrant and Seasonal Farmworkers Commission recommended and supported the passage of Bill 3740. This new law provides for a seasonal farm worker to be added to the Commission and pre-occupancy inspections to be performed by the Employment Security Commission when funds are available. The office cooperated with Eastern Stream Center on Resource and Training to provide services to migrant families through a nationwide series of 800 telephone numbers. It also coordinated with state and federal agencies in cooperation with S.C. ETV to produce an educational and training video for workers and growers. The video deals with housing, pesticides, wages, water and hiring practices. It is available in English and Spanish.
- The Office of Labor Services continues to educate the public each year through mailouts, a S.C. ETV presentation on Child Labor Laws and speaking engagements throughout the year. The Payment of Wages Statute and Child Labor Regulations have been revised and sent to the S.C. Legislature for approval. These changes will give citizens a better understanding and knowledge of the laws. Also, investigative forms have been revised for more efficient field use. This gives investigators more time to spend working cases, and it reduces the amount of time spent writing reports.
- The OSHA Compliance Section continued to implement a policy not to issue citations for other-than-serious violations corrected during an inspection. This resulted in the immediate abatement of 5,729 violations. Also, the Compliance Section continued to give an additional 15 percent penalty reduction for immediate abatement of serious hazards.
- The Office of Mediation for Organized Labor is being pro-active in building a relationship with labor and management. It has given the agency an opportunity to intervene in disputes prior to strikes and/or lockouts, which have been kept to a minimum. This duty has been performed by visiting employers and labor organizations and building trust with both sides. The office assisted in negotiations and offered other problem-solving techniques.

Division of Professional and Occupational Licensing

- The Division continues in the first phase of its records imaging process. This process will allow all boards to retain their "hard copy" records on computer disks. The system allows for immediate record retrieval and review, eliminates the need for records storage/filing cabinets, and changes records archival processing.
- Several pieces of legislation which affected the POL Division boards were passed this fiscal year in the

format of the new “Engine Bill.” That bill creates uniformity where applicable in the different licensing acts by consistently using common terms throughout the acts within a particularly structured format. This format addresses and defines the department’s administrative functions, within a framework that allows the licensing acts to include only the unique and specific qualities that pertain to their professions or occupations. The Engine Bill allows the department to more efficiently administer its programs and make the department more accountable administratively to licensees, the public in general, the General Assembly and the Governor, and it will be a major asset to the department for years to come.

- The Board of Accountancy successfully completed two financial report quality review processes this year. Sixty-two volunteer CPA reviewers were utilized over two separate two-day time periods to review a total of 263 financial statements to determine if they were prepared in accordance with professional standards. The value of these professional services was in excess of \$40,000, saving the state a significant amount of money. The board worked closely with members of the profession and legislators to provide accurate and timely information concerning proposed legislation to make substantial changes in the regulation of public accountancy. Research of national professional practice issues was conducted and will be consolidated into regulations which will continue to protect the public while providing flexibility to the public accountant to utilize modern practice techniques.
- The Board of Architectural Examiners revised and recodified the Architect Registration Law, developed informational materials for examination candidates, monitored the transition to a computer-based examination administered by a national vendor, and installed a new registration and disciplinary database.
- The computer system for the Athletic Commission was reformatted to identify and track licensees and provide better service. The commission also implemented the Federal Boxing and Safety Act by issuing federal ID cards and maintaining safety standards.
- The Auctioneers Commission supported developing legislation to require continuing education units for licensure.
- The Board of Barber Examiners implemented a newly designed licensing program. The new program enhances productivity in the licensing, inspection, and disciplinary process of the board.
- The Board for Barrier Free Design performed an extensive rewrite of its statute to remove redundant and obsolete language to coincide with the provisions of the Restructuring Act. The statutory amendments were approved by the Senate and are presently in the House.
- The Building Codes Council provided technical information, documentation, and support which assisted in the passage of the mandatory statewide building codes bill. The council staff also performed educational presentations on the local effects of mandatory building codes for various organizations and jurisdictions.
- The Board of Chiropractic Examiners reversed its decision to accept the National Board Part IV practical examination. The board has revised its state practical examination.
- The Contractors’ Licensing Board began utilizing new disciplinary actions, as provided in the Engine Bill, against persons in violation of the practice act and regulations. Actions have included fines, suspensions, reprimands and revocations. The board provided technical information, documentation, and support of the rewrite of the General and Mechanical Contractors Practice Act, which was approved by the Senate and is presently in the House.
- The Board of Examiners for Licensure of Professional Counselors, Associate Counselors, and Marital and Family Therapists was represented at three national meetings of professional organizations, sponsored two statewide meetings of professionals, and began rewriting its statute governing licensure.
- The passage of pertinent legislation affecting the Cosmetology Board established a more comprehensive accountability system for schools of cosmetology and provides for regulation of independent contractors for booth rental.
- The Board of Dentistry implemented a program for inspecting dental offices throughout the state to ensure compliance with its anesthesia regulations. From February 1996 to July 1997, there were 392 inspections completed. Dental hygienists who successfully complete a course on local infiltration anesthesia and nitrous oxide monitoring are eligible to apply to the board for certification. From April

1996 to July 1997, 130 dental hygienists were certified by the board to administer local infiltration anesthesia and/or monitor nitrous oxide anesthesia under the direct supervision of a licensed dentist. Effective Jan. 1, 1997, the board began accepting results of the Southern Regional Testing Agency, Inc. (SRTA) dental hygiene examination in consideration for licensure of dental hygienists in South Carolina.

- The Board of Registration for Professional Engineers and Land Surveyors now has the authority to require continuing professional development as a requirement for license renewal and has developed procedures and criteria to implement that requirement.
- The Environmental Certification Board developed new examinations for water and wastewater operators, which entail four levels per classification, a total of 12 new examinations.
- The Board of Registration for Foresters, Board of Funeral Service and the Board of Registration for Geologists established color-coded, user-friendly applications, began an improved disciplinary process and updated the computer systems used for updating license data and tracking continuing education information. An 800 telephone number for complaints was established.
- The Board of Long Term Health Care Administrators proposed legislation that was passed by the S.C. General Assembly in two areas: (1) board statutes (40-35-10) were reformatted with small changes to conform to the Engine; (2) new regulations (Chapter 93) were established for an administrator-in-training program under the board. New policies and procedures were established to make the continuing education program more structured and efficient. New applications were created for both CE sponsors and for individual administrators. A new state examination for community residential care facility administrators was developed by the examination committee. The board's involvement with its national board grew with its input into the upcoming national examination for CRCF administrators. The disciplinary program strengthened its investigations and resolution of complaints. A new database was created to enable staff to be more efficient and to better serve its constituents. The database includes information on the board's programs, licensee directories, accounting, reports on activity, and other board matters.
- The Manufactured Housing Board initiated a required training program for installers, contractors and repairers. The board also prepared and assisted in the passage of new regulations for manufactured housing installers, contractors, and repairers.
- The Board of Medical Examiners, in conjunction with the South Carolina Medical Association, laid the groundwork for establishing a process that will allow physicians, nurses, and other medical practitioners suffering impairment from the use of mood-altering substances to voluntarily seek treatment without facing official sanctions as long as they comply with the terms of their treatment and monitoring programs. The board upgraded its computer system in an effort to increase efficiency and effectiveness through the increased use of electronic mail and online services, and as a step toward creating an online license verification system that will be available to the public.
- The Board of Nursing upgraded its computer and phone systems and reviewed its licensure renewal process (including adding a renewal hotline) in order to make the office and process more accessible to the public. Meanwhile, the board has been working through committees across the state to review the role of nurses in the current health care environment and to study potential changes to the Nurses Practice Act.
- The Board of Occupational Therapy introduced legislation to amend the Occupational Therapy Practice Act to conform with the new Engine Bill.
- The Board of Examiners in Opticianry can be e-mailed at www.llr.sc.edu/opticianry.
- The Board of Examiners in Optometry redesigned the Ophthalmic mechanics section of the South Carolina Practical Examination in Optometry.
- The Board of Pharmacy participated in many community/state/national activities, including the DHEC Pharmacy Emergency Preparedness Action Plan for South Carolina, and dialog with South Carolina Medical Equipment Services Association concerning the possible regulation of its profession. The board has continued its active participation in the proposed Pharmacy Practice Act legislation.
- The Board of Physical Therapy Examiners introduced legislation to amend the Physical Therapy

Practice Act to conform with the Engine Bill.

- The Pilotage Commission supervised the safe and efficient movement of 4,569 vessels in 1996. There were no accidents, loss of life, or damage to private property.
- The Board of Podiatry Examiners completely redrafted its practice act for submission during the next legislative year.
- The Board of Examiners in Psychology began revising its statute to strengthen its existing practice act. Board members attended meetings throughout the year concerning the proposed statutory revisions.
- Various licensing application and renewal forms for the Pyrotechnic Safety Board were redesigned.
- The Real Estate Appraisers Board reduced operational overhead and enhanced programmatic coordination by the assignment of the administrative responsibility to the administrator of the Real Estate Commission. This move resulted in a fee decrease to all licensees.
- The Real Estate Commission was successful in securing passage of a revised and updated practice act, implemented a biennial license renewal procedure, and produced a consumer information brochure on agency relationships.
- The Residential Builders Commission assisted in the passage of a statutory amendment to clarify the definition of “apartment complex.” The amendment removed confusion and allowed for better application of the law at the local level.
- The Board of Social Work Examiners is in the process of revising its statute to make it a practice act. Also, the board has revised its “Guidelines for Licensed Independent Social Workers Supervision,” raising the standards for supervising at the independent level.
- The Board of Speech-Language Pathology and Audiology was successful in obtaining legislative approval of its totally rewritten practice act. The statute authorizes a new category of licensure, continuing education, and regulation. The board held regional meetings with licensees regarding the changes and held information exchange meetings with its professional associations. The board also initiated a newsletter this year.
- The Board of Veterinary Medical Examiners revised its regulations, making many changes affecting continuing education requirements, facilities providing limited services, and animal health technician licensing requirements. A new rule will allow veterinary interns to practice under licensed South Carolina veterinarians.

Administration

- Continued training employees in Fourth Generation Management.
- Implemented an agencywide internal e-mail system.
- Coordinated all aspects of agency move to Kingstree Building at Koger Office Park including: negotiating a competitive lease agreement, planning space design in the new building that resulted in the more efficient use of space; and a 10 percent reduction in overall space use.
- Increased the use of imaging technology that resulted in the reduction of about 80 file cabinets worth of hard files.
- Maintained state appropriations at fiscal year 1996 levels.

Public Information

- Coordinated all aspects of the agency’s booth at The State Fair.
- Continued to develop new brochures and other educational materials about agency programs, boards and offices. The office also redesigned several existing newsletters, forms and other publications.
- Managed the agency’s Speakers Bureau, which placed speakers across the state.
- Attended board meetings to discuss the role of the Public Information Office and how it can assist the boards.
- Redesigned the home page and continued to put new information on the site, giving the public easier

access to information about the agency and its programs, boards and offices.

- Worked with the state Fire Marshal's office to draft a strategic plan for fire safety education throughout the state.
- Managed partnerships established between the state Fire Marshal's office and private associations, and between OSHA and Associated General Contractors and the S.C. Hospital Association.

DIVISION OF FIRE AND LIFE SAFETY

141 MONTICELLO TRAIL

COLUMBIA, S.C. 29203

(803) 896-9800

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

Responsibilities

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

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

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

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

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

Programs

Office of State Fire Marshal

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

Public Fire Safety Education

Fire Death Statistics

The State Fire Marshal's Office collects fire death data to track and plan public fire education initiatives. During 1996, 137 fire deaths were reported, with heating, cooking and smoking related incidents being the leading contributing factors. There were 28 alcohol and/or drug related deaths, 11 automobile accident related deaths, and six arson/murder incidents.

Get Alarmed, South Carolina!

The “Get Alarmed” program is a continuing fire safety program. The main objective of the program is to reduce fire deaths in South Carolina. There are two main goals associated with the program: 1) To alarm citizens about the fire problem and teach them about fire safety through an ongoing public awareness campaign; and 2) To provide smoke detectors to high-risk citizens throughout the state. Through a collaborative effort with the local fire service, community-based organizations, other state agencies and industry, about 400,000 smoke detectors have been distributed since its inception. In addition to these efforts, a broad-based smoke detector project was initiated involving the S.C. State Firemen’s Association, Bi-Lo grocery stores, and the Office of State Fire Marshal. Grocery stores and county coordinators statewide were identified to promote the sale of smoke detectors at a reduced rate. More than 90,000 smoke detectors were provided to families throughout the state.

In an effort to increase public awareness about the fire problem, monthly news releases were developed and mailed to the media and appointed county coordinators. Fire safety behaviors and/or current events which may require added emphasis on fire safety are the focus (i.e. July 4th fireworks and holiday decorations).

A concerted effort to incorporate fire safety education into programs established by other state agencies, which already reach high-risk groups, continues to expand. One example is DHEC’s Children’s Health Services, whereby nurses going into homes of low economic areas to provide in-home health care, also provide fire safety education. The office has also partnered with DHEC’s Office of Injury Prevention and the South Carolina Safe Kids Coalition to reach a broader audience. A public fire education video was provided to 297 elementary schools and the fire service through this partnership. The State Fire Marshal’s Office entered into a contract with the South Carolina Department of Disabilities and Special Needs to provide four regional fire safety training classes annually.

Fire Safety Curriculum For Public Schools

Public fire safety educational efforts of this office include the development and implementation of a comprehensive fire safety educational curriculum for students in kindergarten through fifth grade. Using the state’s public school system as its delivery mechanism, the kindergarten through first grade “Freddie’s Fire Smart Kids” curriculum and the second- and third-grade curriculum, “Freddie’s Fire Safety Friends” has been developed and implemented on a limited basis, reaching about 50,000 students. Groundwork is in place to expand the “Freddie” curriculum to reach fourth, fifth, and sixth grades during fiscal year 1997-98, with the full series to be completed and into the state’s school system by the year 2000.

South Carolina Fire Incident Reporting System

State law requires that the division collect and analyze data on fire incidents. Presently, more than 200 fire departments submit information on the types of calls they respond to each month whether fire or non-fire incidents. These departments are strategically located throughout South Carolina, providing a more accurate overview of the fires experienced. The reporting system captures information about the various activities of the fire service in addition to collecting causal factors on fire situations. With fire-related incidents, deaths and injuries, information is gathered and used at the local, state and federal levels. This information assists in identifying problem areas and developing programs to directly impact the monitoring and evaluating programs to determine their effectiveness in reducing the overall fire problem.

To perpetuate participation into the system, the Office of State Fire Marshal provides fire departments with computer software which captures needed information at no charge. The state’s offer to purchase incident reporting computer software for fire departments has made the program accessible to local fire departments and has increased participation in the system. About 40 fire departments submit data.

Inspection Services

Each month, training seminars are conducted for the deputy state fire marshals on a wide range of professional and personal development topics. Last year, topics included LP Gas tanker and rail car safety, use and operation of LP Gas detection meters, storage of hazardous materials and outdoor fireworks displays. Advantage was taken of several companies' free training seminars that offer AHJs. The topics ranged from construction and installation of building service chutes, a basic fire alarm system training school, fire pump installation, testing and maintenance, to inspection of LP Gas bulk plants. Personnel seminars for the deputies on the new employee reclassification system (broad banding), and a retirement seminar about the PORS, and sexual harassment awareness training were also offered.

The deputy state fire marshals are encouraged to participate in a wide range of other fire service activities, including participation in the public education conference co-sponsored by the State Fire Marshal's Office. The deputies also participate in the S.C. Fire Inspectors Association Spring and Fall conferences each year.

Free seminars for local fire officials are also offered and include a live fire protection sprinkler demonstration for local fire officials with 65 people attending. The office hosted three seminars offered by the American Fire Sprinkler Association covering plans review, design, installation, inspection, maintenance and testing of sprinkler systems. Other training seminar topics included commercial kitchen hood fire suppression systems and new listing requirements for these systems.

Work was begun on standardizing the inspection process. This project is scheduled for completion in fiscal year 1997-98.

Some of the deputies have been cross trained in the safe handling and use of explosives. The training will enable this office to provide better services to the explosive industry in our state.

Inspections for Codes Compliance

Fire safety codes compliance was the primary responsibility mandated to the Office of State Fire Marshal at its inception. Today, inspections continue as one of the core functions. Listed below are some of the activities and inspections conducted by the deputy state fire marshals.

Assembly	48
Colleges/universities	731
Schools	2,434
Jails/prisons	523
Day care facilities	1,258
Foster care facilities	3,698
Group homes/CTH/SLP	1,549
Nursing homes/hospitals	2
Apartments	26
Hotels	10
LP Gas site inspections	826
Factory/industrial	33
Mercantile	22
Storage	3
State-owned buildings	938

Offices	190
Fire equipment businesses	150
Fire protection systems	77
Aboveground tanks	79
Hazardous	1
Fireworks display inspections	39
Explosives magazines	80
Explosive blasting sites	4
Assisted inspections	392
Reinspection	2,212

In addition to the inspections conducted by the deputies, 350 LP Gas dealers/resellers were tested, 290 fire equipment personnel were tested and licensed or relicensed, 100 fire equipment companies were licensed, and 70 fireworks permits were issued.

The explosives function was transferred to the State Fire Marshal’s Office during fiscal year 1996-97. Permits for magazines issued totaled 274. There were 145 blasters’ licenses issued and 328 blasting permits issued.

Engineering Services

Plans Reviews

The engineering staff provides comprehensive reviews of designs for buildings and building systems to determine compliance with state laws, regulations and codes. This service can identify unsafe designs before the building is constructed resulting in less expensive and often more effective code compliance. In 1996, the staff began a quality improvement program to streamline the review process with fewer delays for our “customers” (owners, designers, contractors). The average time from our receipt of plans to a review of these plans has been reduced from 38 days to 18 days. *This reduced time results in cost savings to the customer and more effective code enforcement.*

In fiscal year 1996-97, 509 projects were reviewed.

Technical Assistance

The staff provided technical assistance to owners, designers, contractors and private citizens as well as state and local government officials. This assistance is provided through phone conversations, meetings, on-site visits and letters. The type of assistance ranges from simple questions on requirements to large and difficult fire protection engineering problems that are not specifically addressed by codes. The staff also maintains working relationships with regional and national fire protection organizations. Our trained staff, which specializes in all aspects of fire and life safety design, is a resource that is not available anywhere else in South Carolina.

Education

In fiscal year 1996-1997, the engineering staff undertook an expanded role in educating designers, contractors and local officials about fire protection requirements and methods. The staff conducted presentations at seminars and at professional association meetings. The staff taught courses and published newsletter articles.

In fiscal year 196-97, 120 students were taught in Fire Marshal certification courses, and 67 students were taught in continuing education refresher courses.

South Carolina Fire Academy

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

The Fire Academy has three separate main program areas: Resident Training, Regional Training, and Curriculum, Instructor Certification and Accreditation. There are an estimated 800 fire departments with 18,000 paid and volunteer firefighters and 4,500 fire brigade members in South Carolina. Last year, the Fire Academy trained about 13,500 public fire service personnel and 3,500 industrial fire brigade students in 1,300 courses statewide.

Resident Training

The new Fire Academy facility has been in operation for two years, and about 3,500 students attended classes on-site during this time. The new facility is the largest state fire academy facility in the country and is located off Monticello Road. It features modern classrooms, a 60-room dormitory, cafeteria, drill tower, seven-acre lake for diver training, six-bay fire station, student processing center, two burn buildings, flammable liquid and gas training pads, and two FAA-funded aircraft training props, which are computer controlled. Classes are conducted seven days a week at the site, with weekend classes held primarily for volunteers.

Curriculum, Accreditation and Certification

The Fire Academy operates an instructor certification system for about 600 part-time instructors, who teach Fire Academy courses in their fire departments. The certification system requires entry level and recertification requirements and consists of courses in instructor methodology as well as fire specific programs. The program is a key element in the delivery of 85 percent of all Fire Academy off-campus training. Curriculum development efforts this past year have been devoted to upgrading the Fire Academy's industrial curriculum courses.

The Fire Academy operates a firefighter certification program and is accredited by the International Fire Service Accreditation Congress, which is operated by Oklahoma State University. The Fire Academy's program consists of six separate certification areas with another 25 potential certification levels possible. Last year, the Fire Academy provided testing and certified about 450 firefighters.

Regional Training

The Fire Academy operates six regional offices (four staffed with full-time personnel), which deliver off-campus training statewide. Last year, the Fire Academy trained about 13,000 of the total 17,000 students through its regional office network. A training concept known as "train the trainer," where the Fire Academy trains the public fire department's training staff in educational methodology and specific fire courses, produced 80 percent of all students trained through regional offices. This system is efficient in that the Fire Academy issues certificates and maintains course records, but does not provide salary compensation or travel for instructor services. It does supervise and oversee the training for course quality and standard compliance.

Division of Labor

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

Office of Elevators and Amusement Rides

The office was created in 1986 to administer the South Carolina Elevator Code and the South Carolina Amusement Ride Safety Code. To ensure compliance with both, the licensing staff of 10 inspectors conducts inspections of new and existing elevator facilities and amusement rides.

Elevator Safety Inspections

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

Since registration of elevators formally began in July 1986, 6,787 elevators have been registered in South Carolina. Those counties registering the highest number of elevators were Richland, Charleston, Greenville and Horry. A total of 5,894 inspections were conducted of elevator facilities, which included passenger and freight elevators, escalators, dumbwaiters, manlifts and handicapped lifts. Fees for inspections by the Office of Elevators and Amusement Rides are based on the contract price for new elevators under construction or on the number of floors served by an existing elevator. These fees amounted to \$699,782.50 for inspections conducted during fiscal year 1996-97. Inspection fees charged by LLR and its special inspectors are set by regulation no more than once a year. Of the 5,894 inspections, 659 were performed by six special inspectors licensed by LLR.

Fines and re-inspection fees for elevators that did not comply with state laws totaled \$12,512.50 for this fiscal year.

Elevator Inspection Activity

Fiscal Year 1996-97

Annual Inspections	4,336
Construction Turnover	259
Construction Temps	169
Re-inspections	379
Complaints	5
Accident	3
Alteration Inspections	84
Total conducted by Agency Inspectors	5,235
Special Inspector Inspections	659

The Office of Elevators and Amusement Rides issued 5,690 operating certificates for elevators determined to be in compliance with the S.C. Elevator Code and Regulations, 328 permits for construction of new elevator facilities, and 95 alteration permits for existing elevators. Thirty-one of these were hand-capped lifts.

Amusement Ride Safety Inspections

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

During fiscal year 1996-97, the office issued 583 operating permits for amusement devices and collected \$68,312.50 in inspection fees. A total of 755 inspections were conducted on amusement devices. No inspections were conducted by special inspectors.

Fines and re-inspection fees for rides that did not comply with state laws totaled \$5,362.50 this year.

Bungee Jumping

The office began regulating the practice of bungee jumping in July 1994. In fiscal year 1996-97, there were only two sites in the state. Both were in Myrtle Beach. The office collected \$900 in fees.

Amusement Device Inspection Activity

Fiscal Year 1996-97

Initial Inspection	583
Accident	1
Re-inspection	170
Complaint	1

Office of Labor Services

Wages

It is the responsibility of the Office of Labor Services to enforce the South Carolina labor laws regarding payment of wages and child labor. In 1986, the office was given new responsibilities and authority by passage of Act No. 412, a complete revision of the Payment of Wages Law. As signed by the Governor on April 21, 1986, this act requires employers to give written notice to employees of certain key provisions of their wages, to pay according to this notice, and to keep records of the payments. LLR is authorized to make inspections, issue warnings and citations, and assess civil penalties for violations of the act.

In 1989, the office was given new responsibilities by passage of Act No. 209, which is an amendment to state child labor laws as signed by the Governor on June 8, 1989. The amendment allows the agency to make findings concerning employers who engage in any oppressive child labor actions, to issue warnings and to assess civil penalties.

During fiscal year 1996-97, 1,875 businesses were investigated; 1,061 warnings were issued for violations of the record-keeping requirements of 41-10-30; and 820 citations were issued for violations of 41-10-40, payment of wages, accounting for \$176,370 in assessed penalties.

Wage-Related Activity Fiscal Year 1996-97

Complaints received	1,875
Complaints investigated	1,875
Warnings issued	1,061
Citations issued	820
Violations cited	5,616
Average number of violations per investigation	2.99
Penalties assessed	\$176,370
Compliance investigations (includes follow-ups and child labor)	337

Child Labor Activity Fiscal Year 1996-97

Child Labor investigations	80
Warnings issued	37
Citations issued	4
Violations cited	94

Office of Mediation for Organized Labor

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

This office also administers the South Carolina Right to Work Law (S.C. Code of Laws, §41-7-10 through §41-7-90), which provides that the rights of workers shall not be denied or abridged based upon their affiliation or non-affiliation with a labor union. During fiscal year 1996-97, there were 33 Right to Work complaints.

During fiscal year 1996-97, the Office of Mediation monitored and/or participated in 208 contract negotiations involving 17,431 union employees. One strike was reported that involved 11 union workers and a total of 8,976 lost work hours.

Mediation Activity Fiscal Year 1996-97

Contracts Negotiated	208
Union Workers Involved in Negotiations	17,431
Right to Work Cases	33
Strikes Reported	1
Workers Involved in Strikes	11
Work Hours Lost Due to Strikes	8,976

Migrant and Seasonal Farm Workers Commission

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

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

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

During fiscal year 1996-97, the office accomplished the following goals:

1. Actively participated in addressing problems and issues that affected migrant and seasonal farm workers. These cases involved housing, hiring practices, emergency assistance, terminations, immigration and referrals.
2. Continued to operate a toll-free telephone line with voice mail features in English and Spanish so that farm workers and individuals would have access to the office when it is closed or the staff is out of the office.
3. Distributed the South Carolina OSHA poster and the *Services for Migrant Workers* handbook in English and Spanish, which includes emergency numbers to help farm workers and growers secure services when needed.
4. Coordinated state and federal agencies in cooperation with S.C. ETV to produce an educational and training video for workers and growers. This video deals with housing, pesticides, wages, water and hiring practices. It will be available in English and Spanish.

Office of Occupational Safety and Health

Compliance Section

The purpose of the state Occupational Safety and Health Act is to assure working men and women a safe and healthful working environment. To see that the objectives of the act are met, the Compliance Section staff of 15 compliance officers and 10 industrial hygienists conducts inspections to ensure compliance with safety standards and initiates enforcement procedures in cases of noncompliance.

During fiscal year 1996-97, the Compliance Section conducted 1,375 inspections. Safety inspections numbered 1,093 or 79.5 percent of this total. Health inspections numbered 282 or 20.5 percent of total inspections. These figures represent a 16 percent decrease in the total number of safety and health inspections compared to 1995-96 figures.

A further analysis of compliance activity reveals the following:

- 906 planned inspections
- 195 complaint inspections
- 57 accident and fatality investigations, which involved 25 fatalities
- 25 referral inspections
- 53 unprogrammed related inspections
- 77 follow-up inspections
- 55 programmed related inspections
- 6 monitoring inspections

A total of 2,745 violations were cited. The 666 other-than serious violations accounted for 24.3 percent; 2,044 serious violations for 74.5 percent; and 30 repeat violations accounted for 0.2 percent of the total violations. The adjusted penalties for these violations amounted to \$964,092. Penalties collected during the fiscal year totaled \$507,627. There were five willful violations, which accounted for less than 1 percent of total violations.

OSHA Compliance Activity Fiscal Year 1996-97

Number of Inspections	1,375
Case Hours	20,863
Case Hours Per Inspection	15.17
Number of Violations	
Serious	2,044
Repeat	30
Other	666
Willful	5
Number in Compliance	481
Percent in Compliance	35 percent
Employees Covered	120,094
Employees Covered Per Inspection	87
Percentages:	
Safety Inspections	79.5 percent
Planned Inspections	65.9 percent
Accident and Fatality Investigations	4.1 percent
Complaints	14.2 percent
Referrals	1.8 percent
Follow-up Inspections	5.6 percent
Unprogrammed Related	3.9 percent
Programmed Related	4.0 percent
Monitoring	0.4 percent
Health Inspections	20.5 percent

Technical Support Section

Integrated Management Information System

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

Statistics Section

Annual Occupational Injuries and Illnesses Survey

This annual survey of work-related injuries and illnesses by Standard Industrial Classification (SIC) is conducted by the Technical Support Section in cooperation with the Bureau of Labor Statistics, U.S. Department of Labor. It is closely connected with South Carolina's OSH plan.

By utilizing formal sampling techniques and estimating procedures, only a relatively small percentage of the total private sector employers are required to report under this system. Data collected in this survey is based on uniform record keeping requirements, which are mandatory under provisions of both the 1970 Occupational Safety and Health Act and corresponding state laws.

Data compiled from the survey includes items relating to hours worked, nature of business and injury/illness rates for various industry groups. These rates allow for comparisons, both between years and among industry groups, in order to measure the effectiveness of the state OSH plan and to provide a management tool for safety engineers and persons interested in measurements of work injuries and illnesses.

During the 1995 Bureau of Labor Statistics survey year, data was collected at the national level only. Therefore, state specific survey data is not available.

For information regarding the national data, please call the Bureau of Labor Statistics, Division of OSH at (803) 734-4298.

Standards Section

Three public hearings were held during fiscal year 1996-97 to correct, amend or revise 180 existing OSHA standards and to promulgate two new standards.

- (1) new section 1910.1051 on 1,3 Butadiene;
- (2) new section 1910.1052 on Methylene Chloride

Reason for telephone call	Number of calls
Standards information	2,469
Technical information/advice	467
Standards interpretation	601
General information	152
Referrals	<u>952</u>
TOTAL	4,638

Legal Review Section

During fiscal year 1996-97, 37 inspections resulted in protested citations. These protests were docketed with the South Carolina Occupational Health and Safety Review Board for hearing under the State Administrative Procedures Act. During this period, 28 cases were closed by agreement of the parties. Others were heard by the board.

South Carolina Occupational Health and Safety Review Board

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

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

Current Board Members

Fred R. Rothaermel
Congressional District #1

Roy R. Hemphill
Congressional District #3

Elaine L. Craft
Congressional District #5

Declan R. Klingenhagen
Congressional District #2

M. Thomas Webber, Jr.
Congressional District #4

Walter M. Riggs
Congressional District #6

S.C. Occupational Health and Safety Review Board Activity Fiscal Year 1996-97

<u>Review Board Member</u>	<u>No. of Cases Assigned</u>
M. Thomas Webber, Jr.	5
Elaine Craft	10
Walter Riggs	2
Roy Hemphill	2
Declan Klingenhagen	7
Fred R. Rothaermel	<u>12</u>
TOTAL CASES	38

Office of OSHA Voluntary Programs

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

In October 1993, this office implemented an additional program called the Voluntary Protection Program (VPP) or Palmetto Star Program. This is a recognition program for manufacturing facilities that have exemplary safety and health records and have reduced injury and illness rates.

Education and Training Activity Fiscal Year 1996-97

INDUSTRY TYPE	# OF TRAINING PROGRAMS
General Industry	38
Construction	49
Health	295
Local Government	73
State Government	52
TOTAL	507
Contact Hours	25,201
# of Trainees	13,990

Consultation Activity Fiscal Year 1996-97

Requests Received	292
Total Consultative Visits	303
• Courtesy Inspections	283
• Technical Assistance	7
• Follow ups	13
Total: Establishments Visited	303
Total: Serious Violations	2,841
Total: All Hazards Corrected	4,845
Employees Affected	11,563
Workplaces Achieving Voluntary Compliance (eight referred to compliance)	299
Samples Submitted	365
Laboratory Analysis	2,048

Palmetto Star Program Activity Fiscal Year 1996-97

Approved Palmetto Star Sites	24
SIC #:	
221	1
222	1
225	1
226	1
228	1
243	1
2221	3
2258	3
2262	2
2281	2
2282	2
2299	1
2869	3
3714	1
3795	1
Document Submission for Review	11
Re-evaluations (3 years re-evaluation)	3
Pending On-site Review	8

DIVISION OF PROFESSIONAL AND OCCUPATIONAL LICENSING

The Professional and Occupational Licensing (POL) Division oversees the administration of 37 professional and occupational licensing boards/programs. The boards make decisions regarding licensure and discipline for their licensees. The Department of Labor, Licensing and Regulation is charged with the responsibility to provide all administrative services for board programs.

The Division of POL is divided into five offices: Building Codes and Related Services; Business and Related Services; Design, Environmental and Property Services; Medically Related Professions; and Health Related Professions.

Building Codes and Related Services

Board for Barrier Free Design

This board was created to establish and enforce standards necessary to eliminate architectural barriers to entry and use of public and governmental buildings by citizens with physical disabilities. Its purpose is to encourage and enable persons with disabilities to achieve maximum personal independence, become gainfully employed, use and enjoy all public and governmental buildings and facilities, and participate fully in all aspects of society. The board investigates complaints and provides discipline when necessary.

For fiscal year 1996-97, the board provided technical assistance to 175 requestors, performed 225 inspections and investigated 101 complaints.

Board members: Bill R. East, chairman, (attorney); Willie D. Herbert, vice chairman; Paul R. Miller, (architect); Kim Alexander, (at large); Walter M. Patrick, Jr., (at large); Charles LaRosa, ex-officio (Director, Vocational Rehabilitation); Michael M. Thomas, ex-officio; (State Engineer), and Adrienne R. Youmans, ex-officio, (Deputy Director of LLR's Division of Professional and Occupational Licensing).

Building Codes Council

The Building Codes Council, created in 1972, approves building and construction codes submitted for adoption by municipalities and counties. The S.C. Modular Board of Appeals was created to hear appeals from protested decisions made by the council regarding the modular construction licensing program.

In 1996-97, the council reviewed and approved 305 modular models, issued 67 manufacturer licenses, issued 97 representative licenses and inspected 46 modular manufacturing facilities. In addition, 1,916 certification labels were issued during the fiscal year.

Council members: Frank P. Hodge, Jr., chairman; (Building Officials Association of South Carolina); Arthur L. Cummings, vice chairman, (S.C. Association of Counties); William Anderson, (architect); Sally Paul, (plumbing industry representative); Kenneth P. Padgett, (gas industry representative); George D. Matthews, (Building Trades Council representative); Caldwell R. Dial Jr., (AGA-Carolinas branch); Lloyd D. Schumann, (disabled representative); James L. Anderson, (S.C. Association of Home Builders); and Michael M. Thomas, ex-officio, (state engineer).

Contractors' Licensing Board

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

The board added 1,155 new licensees, making the total licenses issued 8,306, performed 106 investigations and processed 164 complaint cases.

For fiscal year 1996-97, there were 816 applicants who passed the examination and 563 applicants who failed the examination.

Board members: Harry R. Kent, chairman, (building contractor); Michael W. Grady, vice chairman (general public); Gary W. Shelton, (utility contractor); Russell C. Ashmore, (highway contractor); W. Frank Walker, (electrical); I. Carolyn Briscoe, (general public); Curtis Head, (burglar/fire alarm contractor); and Lewis M. Caswell, (HVAC contractor).

Manufactured Housing Board

This board enforces and coordinates federal and state laws governing the manufactured housing industry. The board licenses all manufacturers, their representatives, retail dealerships and sales persons who sell, or offer for sale, manufactured housing in the state.

The board is the state administrative agency for the U.S. Department of Housing and Urban Development and is required to investigate and enforce manufactured housing construction and safety standards. Administrative staff receives and investigates consumer complaints against licensees.

In fiscal year 1996-97, the board added 1,098 new licensees, making the total licenses issued 3,426, performed 1,240 inspections/investigations and processed 1,273 complaint cases. There were 770 applicants who passed the board examination.

Board members: Ralph L. Camp Jr., chairman (manufacturer); H. Barry Anderson, vice chairman (fire chief); Clarence M. Strickland, (dealer); Carlton Simons, (banker); Paul H. Laurent, (salesperson); S. Carroll Suttles Jr., (engineer); L. Richard Nixon; Lewis Lee, ex-officio (State Fire Marshal); and Jane W. Ballagh, (public member).

Residential Builders Commission

The commission licenses residential builders and registers all residential construction specialty contractors in the state. Additionally, the commission receives and investigates complaints from home owners having problems with builders or specialty contractors and, if necessary, sees that corrections are made.

The commission added 3,053 new licensees, making the total licenses issued 17,412, and processed 1,394 complaint cases.

For this fiscal year, there were 491 applicants who passed the examination and 482 applicants who failed.

Board members: Carl L. Bailey, chairman, (specialty contractor); Eugene Beckman, vice chairman; Levis L. Gilstrap; Derrick G. Williams; John C. Curl; Stewart Mungo; and Caleb L. Davis, Jr.

Business and Related Services

Board of Accountancy

The board's mission is to establish and maintain a high standard of integrity, dignity and quality in the profession of public accountancy in order to protect the welfare of the public.

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

The board added 241 new licensees, making the total licenses issued 4,336. The board reviewed 111 audit reports for compliance and processed 37 new complaint cases.

For fiscal year 1996-97, there were 221 applicants who passed the examination and 1,069 who failed.

Board members: Austin M. Sheheen, Jr., chairman, (CPA); Charles W. Schulze, vice chairman (CPA); Annie H. Ross, secretary/treasurer (CPA); J. Louis Grant, (CPA), Joseph S. Cone, (Accounting Practitioner); Donald L. Hunter, (CPA); Robert T. Foster, (PA); Randolph B. Epting; and Earl Mitchell.

Athletic Commission

The commission directs, manages and controls boxing, wrestling, sparring events, exhibitions, contests and performances occurring in South Carolina. The commission stresses protecting the participants of athletic events. It investigates complaints and provides disciplinary actions whenever necessary. The commission also licenses trainers, announcers, managers, wrestlers, promoters, judges, matchmakers, timekeepers, referees, boxers, kick boxers and seconds.

For fiscal year 1996-97, the commission issued 355 licenses, performed 88 inspections/investigations and processed eight complaint cases.

Commission members: Robert H. Bishop, chairman; Luther A. Bradley, vice chairman; Franklin M. Stallings, secretary; Robert O. Williams; Paul H. Kennemore, Jr.; and John R. Robertson.

Auctioneers' Commission

The commission is responsible for the licensing of auctioneers, apprentice auctioneers and auction firms and provides discipline when necessary.

The commission added 120 new licensees, making the total licenses issued 1,048, performed 21 inspections and investigations and processed 29 complaint cases.

For fiscal year 1996-97, there were 71 applicants who passed the examination and four who failed.

Commission members: Wendell Christopher, chairman (auctioneer); Archie D. Moody, vice chairman (auctioneer); Mae W. Buzhardt, secretary/treasurer, (consumer); Ivan L. Broadwell, (auctioneer); and Ronald D. Paxton; (auctioneer).

Board of Barber Examiners

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

The board added 521 new licensees, making the total licenses issued 5,670, performed 2,494 inspections and investigations and processed 12 complaint cases.

For fiscal year 1996-97, there were 391 applicants who passed the examination and 131 applicants who failed.

Board members: Edwin Barnes, chairman, (barber); William D. Norris, vice chairman, (barber); Ben Deluca, Jr., (retired publisher); Napoleon Rogers, (barber); and Betty J. Thompson, (barber).

Board of Cosmetology

The Board of Cosmetology licenses and regulates cosmetologists, cosmetology instructors and schools, estheticians and manicurists. The board investigates complaints and disciplines when appropriate.

The board added 2,616 new licensees, making the total licenses issued 25,112, performed 2,269 inspections/investigations and processed 121 complaint cases.

For fiscal year 1996-97, there were 6,843 applicants who passed the examination and 720 who failed.

Board Members: David E. Bagwell, chairman, (cosmetologist); Linda Ham, vice chairman; Ruth E. Settles, (cosmetologist); Alan T. Ray, (cosmetologist); Echo B. Morris; and Patricia Adams.

Board of Registration for Foresters

Established in May 1961, the board registers those who are qualified by education and experience to perform professional forestry work for private landowners, wood-using industries, state and federal agencies and other woodland owners. It receives and investigates complaints and follows through with appropriate actions against those who violate registration laws.

The board added 25 new licensees, making the total licenses issued 881, performed 12 inspections/investigations and processed 12 complaint cases.

For fiscal year 1996-97, there were 13 applicants who passed the examination and 14 who failed.

Board members: Jerry D. Henderson, chairman, (forester); Dr. Larry R. Nelson, vice chairman; Charles F. Moore, II, secretary; Kenney P. Funderburke, (forester); Don M. Handley, (forester); Raymond L. Boozer; and Dr. Robert R. Taylor, Jr.

Board of Funeral Service

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

The board added 123 new licensees, making the total issued 1,635, performed 126 inspections/investigations and investigated 40 complaint cases.

For fiscal year 1996-97, there were 20 applicants who passed the examination and 49 who failed.

Board members: Robert K. Kiser, president (embalmer-funeral director); Ezekiel H. Trezevant, vice president (embalmer-funeral director); Eddie Lee Kerr, secretary/treasurer (embalmer-funeral director); Rudolph E. Tompkins, (embalmer-funeral director); Thomas J. (Joe) Wamer, (embalmer-funeral director); John F. Dowling, (embalmer-funeral director); D. W. Richardson, (embalmer-funeral director); and Charles Townes Howze, (embalmer-funeral director).

Board of Registration for Geologists

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

The board added 43 new licensees, making the total licenses issued 771. There were no complaints filed.

For fiscal year 1996-97, there were eight applicants who passed the examination and 13 who failed.

Board members: R. Craig Kennedy, chairman, (geologist); Charles R. Sherman, (geologist); John Garihan, (geologist) and Eric Moeller, (geologist).

Pilotage Commission

For fiscal year 1996-97, 12 full-branch pilots, three short-branch pilots and two apprentice pilots were registered. Four new apprentices were selected to begin the training program this year. Eleven qualified applications have been received so far this year and added to the current applicant pool. Twenty-one application packages were mailed out in response to inquiries concerning the apprenticeship program.

The commission received one complaint which was investigated by the U.S. Coast Guard. No fault or misconduct was found on the part of the pilot by the commission or the Coast Guard.

Commission members: William L. Bethea, Jr., chairman; Richard W. Salmons, Jr.; R. Andrew Benke; Kenneth Riley; John Paul Trouche; and Robert H. Lockwood, (pilot).

Design, Environmental and Property Services

Board of Architectural Examiners

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

The board added 216 licensees, making the total licenses issued 2,692, performed 73 investigations and processed 61 complaint cases.

For fiscal year 1996-97, there were 14 applicants who passed the examination.

Board members: Louis P. Batson III, chairman; Stephen A. Usry, AIA, vice chairman; T. John Gilmore, (AIA), secretary; James F. Barker, FAIA, (professor/architecture); Marshall F. Clarke, (FAIA); and W. Jefferson Leath, Esq., (public member).

Board of Registration for Professional Engineers and Land Surveyors

The board, established in 1922, administers laws and regulations governing the practice of engineering and land surveying in the state. The board's primary goals are: to ensure that only properly qualified and competent engineers and land surveyors are licensed to practice; to promote technical competency and ethical standards consistent with the Rules of Professional Conduct applicable to engineers and land surveyors; and to appropriately discipline practitioners who are found guilty of violating laws governing engineering and surveying.

The board added 1,466 new licenses/certifications/temporary permits, making the total licenses/certifications issued 15,021. It also added 188 new corporate registrations for a total of 1,551 registered corporations offering engineering and land surveying services. The board performed 169 investigations and processed 169 complaint cases.

For fiscal year 1996-97, there were 842 applicants who passed the examination and 478 who failed.

Board members: A. Cleveland Gillette, chairman, (P.L.S.); Jack C. McCormac, vice chairman, (P.E. and P.L.S.); Mitch Tibshrary, secretary, (P.E.); William T. Knowles, (P.E.); L.G. "Skip" Lewis, Jr., (P.E.); James T. McCarter, (P.E.); William A. Whitworth, (P.L.S.); and James Dominick, (public member).

Environmental Certification Board

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

The board added 1,555 new licensees, making the total licenses/certificates issued 12,141, and performed eight investigations.

For fiscal year 1996-97, there were 2,011 applicants who passed the examination and 1,085 who failed.

Board members: Thomas P. Wright, chairman (representative, teaching institution); Elizabeth M. Royal, vice chairman (bio. wastewater operator); William P. Miles, (water operator); John L. Locklair, (water operator); A. Drennon Park, (representative/S.C. Water Resources); George T. Tomlin, (representative/S.C. Department of Health and Environmental Control); William L. Watkins; Preston D. Wannamaker, P/C (wastewater operator) and Frankie H. Burden, (well driller).

Board of Pyrotechnic Safety

This board assures compliance with state laws and regulations pertaining to the storage and sale of pyrotechnics (fireworks) within the state. Staff issues licenses to pyrotechnic wholesale distributors, wholesale storage facilities and jobbers of fireworks doing business in the state. It provides technical interpretations, performs inspections, receives complaints and investigates when necessary, and provides other assistance to local enforcement officials responsible for assuring that all facilities which store and offer for sale pyrotechnic products meet state law.

For fiscal year 1996-97, there were 39 licenses issued, 327 inspections conducted and 28 complaint cases processed.

Board members: Bobby G. Fletcher, chairman; John B. Armstrong, vice chairman; Howard S. Gainer Jr., (public member); Donnie B. Malphrus, (retailer pyrotechnics); Kerry Tanner, (fire service); and W. Walker Kirby, (law enforcement).

Real Estate Appraisers Board

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

The board added 201 new licensees, making the total number of licenses issued 1,966, and processed 25 complaint cases.

For fiscal year 1996-97, there were 70 applicants who passed the examination and 27 who failed.

Board members: Herbert R. Sass, chairman, (real estate appraiser); Lamar Mason, vice chairman, (real estate appraiser); Joseph C. Reynolds, (mortgage lender); Evelyn F. Causey, (public member); Dan M. Salle', (real estate broker); and Charles Stone, (real estate appraiser).

Real Estate Commission

Created by law to regulate the real estate industry, the purpose of the South Carolina Real Estate Commission is to protect the public's interest in real estate transactions. In the discharge of its responsibility, the South Carolina Real Estate Commission determines the qualifications for issuance and holding a license, ensures licensee compliance with license laws, investigates complaints against licensees and disciplines those licensees determined to be in violation of the license law.

The commission added 2,622 new licensees, making the total number of licenses issued 28,988.

The commission performed 732 inspections of licensees' offices, completed 370 complaint investigations and processed 24 license application investigations.

For fiscal year 1996-97, there were 3,009 applicants who passed the examination.

Board members: Robert R. Heos, chairman; Manning E. Biggers, vice chairman; Betty V. Carter, secretary; Frank A. Burgdorf; Joseph J. Keenan; Buccie Harley; Charles L. Johnson; and Evelyn K. Young.

Health Related Professions

Board of Chiropractic Examiners

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

The board added 124 new licensees, making the total licenses issued 1,037, and investigated 23 complaint cases.

For fiscal year 1996-97, there were 31 applicants who passed the examination and 117 who failed.

Board members: Henry W. Hulteen, D.C., chairman; Richard E. Plummer, D.C., vice chairman; Paul R. Johnson Jr., D.C., Michael L. Coon, D.C.; Lawrence F. Jones, (general public); William C. Decken, D.C.; Steven A. Jones, D.C., and Mitchell D. Falk, D.C.

Board of Examiners for Licensure of Professional Counselors, Associate Counselors, and Marital and Family Therapists

The board maintains quality counseling services in South Carolina by licensed qualified professionals. The board provides examinations and licenses counselors and marital and family therapists who have received appropriate education, experience and supervision, and who are competent in meeting the counseling needs of the people of South Carolina. The board investigates complaints and disciplines if necessary.

The board has added 171 new licensees, making the total licensees available to serve the public, 1,729. Ten investigations were performed and 10 complaint cases were processed.

For fiscal year 1996-97, there were 103 applicants who passed the examination and 10 who failed.

Board members: Chrys J. Harris, Ph.D., president (professional counselor); William Lloyd Birch, vice president (marital and family therapist); Gloria Busch Johnson, secretary/treasurer (M.Ed., professional counselor); Wilmer Dove, Ed.S., (professional counselor); and Ellenor Mahon, M.Ed., (professional counselor).

Board of Occupational Therapy

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

The board added 290 new licensees, making the total licenses issued 1,018. One complaint was received and processed.

For fiscal year 1996-97, there were 152 applicants who passed the examination and 514 who failed.

Board members: David V. Hamilton, chairman, (occupational therapist); Elizabeth B. Reigart, vice chairman (occupational therapist); Wilma L. Kelley, secretary, (public member); and Janine P. Turner, (occupational therapist assistant).

Board of Examiners in Opticianry

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

The board added 88 new licensees, making the total licenses issued 729, performed eight inspections/investigations and processed eight complaint cases.

For fiscal year 1996-97, there were 23 applicants who passed the examination and 37 who failed.

Board members: Ray A. Sansbury, chairman, (optician); Daniel B. Gosnell, vice chairman (optician); Marvin E. Ard, secretary (optician); George F. Lee, (optician); C. Milton Corley, Jr., (optician); Charles F. Mabelitini, (consumer); and Wendy C. Brawley, (consumer).

Board of Examiners in Optometry

The board's purpose is to examine and license optometrists for the right to practice in the state. For that reason, it investigates any complaints against optometrists and disciplines them when necessary. The board controls the quality of vision care that is rendered to the public and administers examinations appropriate to the education and experience of the candidates to determine whether or not they are qualified to practice optometry. The board requires all optometrists to acquire continuing education credits to maintain their licenses and to keep abreast of the latest developments in the profession.

During fiscal year 1996-97, there were 21 new licenses issued, bringing the total number of licensees to 555. There were 19 applicants who passed the examination and eight who failed.

Board members: Dr. Timothy A. Stafford, president (optometrist); Dr. Howard W. Tucker, Jr., vice president (optometrist); Dr. Wayne M. Cannon, secretary (optometrist); Dr. William C. Oliver, (optometrist); Dr. James M. Vaught, (optometrist); Pauline N. DeBerry, (consumer); and Don C. Clark, (consumer).

Board of Physical Therapy Examiners

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

The board added 510 new licensees, making the total number of licenses issued 2,570, and investigated 13 complaint cases.

During fiscal year 1996-97, there were 188 applicants who passed the examination and 33 who failed.

Board members: E. Dargan Ervin, Jr., president (physical therapist); James Ryan, Jr., secretary/treasurer (physical therapist assistant); Cynthia E. Witherspoon, (physical therapist); Serena R. Clark, M.D., (public member); and Eric A. Schmidt, (physical therapist).

Board of Podiatry Examiners

This board licenses practitioners in podiatric medicine who have completed at least one year of residency and passed both the state and national examination. It hears complaints that have been investigated by agency staff and renders decisions on discipline.

The board added nine new licensees, making the total licenses issued 122, and investigated eight complaint cases.

During fiscal year 1996-97, there were 12 applicants who passed the examination and two who failed.

Board members: Carla Gerstenberg, D.P.M., chairperson; Ralph E. Payne, D.P.M.; Richard D. Weber, D.P.M.; and Bruce H. Wellmon, D.P.M.

Board of Examiners in Psychology

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

The board added 26 new licensees, making the total licenses issued 449, and investigated 12 complaint cases.

For fiscal year 1996-97, there were 26 applicants who passed the examination and one who failed.

Board members: David E. Barrett, chairman, (experimental psychologist); Paul Doerring, vice chairman, (counseling psychologist); Avie Rainwater, Jr., (clinical psychologist); Connie Lee Best, (clinical psychologist); George Atkinson, Jr., Ph.D, (counseling psychologist); Janet U. Boland, (school psychologist); and Brian J. Yore, Ph.D., (clinical psychologist).

Board of Social Work Examiners

This board reviews applicants' credentials and licenses social workers in the state. The board licenses four levels of social workers: temporary social workers; baccalaureate social workers; master social workers; and independent social workers. The board investigates complaints against social workers and disciplines them when necessary.

The board added 307 new licensees, making the total issued 3,846. It handled 14 complaint cases.

For the fiscal year 1996-97, there were 214 applicants who passed the examination and 46 who failed.

Board members: Jane A. Anker, LISW, president; Debra N. Ellenburg, LMSW, vice president; Eralphia "Jimmy" Eckles, LBSW; Ruth B. Herron, RN, (public member); John R. Kennedy, LMSW; and Karen P. Rembert, LMSW.

Board of Speech-Language Pathology and Audiology

This board is responsible for reviewing the credentials of applicants for licensure to practice audiology or speech-language pathology and for making the decision on eligibility. The board currently grants licensure at two levels: active, for those meeting all criteria; and provisional, for those serving a period of internship. It hears complaints that have been investigated and prepared by agency staff and renders decisions on discipline.

For fiscal year 1996-97, the board added 179 new licensees. Of that number, 19 were in audiology and 160 in speech-language pathology, making the total licensees, 1,125.

Board members: Martha Simpson McDade, M.A., CCC-SLP, chairperson; Lesley S. Kirby, M.S., FAA, vice chairperson; Eleanor Gray Smith, M.A., CCC-SLP; and Yvonne B. Williams, (lay member).

Board of Veterinary Medical Examiners

The board aims to protect citizens by ensuring that only qualified and competent veterinary practitioners and animal health technicians operate in South Carolina. The board establishes requirements and enforces those requirements by investigating complaints and disciplining when necessary.

The board added 77 new licensees, making the total licenses issued 1,106, and investigated 31 complaint cases.

For fiscal year 1996-97, there were 81 applicants who passed the examination and one who failed.

Board members: Donald T. Gamble, D.V.M., chairman; H. Earle McDaniel Jr., D.V.M., vice chairman; James H. Southard, D.V.M., secretary; Albert L. Glenn, D.V.M.; Susan T. Glenn, D.V.M.; Carol M. Springs, D.V.M.; Larry A. Suber, D.V.M.; and Barbara M. Walsh, (public member).

Medically Related Professions

Board of Dentistry

The Board of Dentistry licenses and annually registers dentists, dental specialists, dental hygienists and dental laboratory technicians in the state. The board enforces South Carolina laws regulating the practice of dentistry. It investigates complaints and disciplines when appropriate.

The board added 274 new licensees, making the total number of licenses issued 4,036, conducted 392 inspections/investigations and processed 110 complaint cases.

For fiscal year 1996-97, there were 274 applicants who passed examinations and 16 who failed.

Board Members: Benjamin T. Kays, president (dentist); John C. Cosby, Jr., vice president, (dentist); Louis E. Shepard, Jr., secretary (dentist); Gordon W. Bray, Jr., (dentist); J. Kenneth Nickles, (dentist); W. Ronald Barrett, (dentist); Charles B. Maxwell, (dentist); Patricia M. Sullivan, (dental hygienist), and Roxanne D. Wilson, (public member).

Board of Long Term Health Care Administrators

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

The board added 169 new licensees, making the total licenses issued 988, and investigated 34 complaint cases.

For fiscal year 1996-97, there were 182 applicants who passed the examination and 66 who failed.

Board members: Walter Hickman, chairman (residential care administrator); William H. Bundy, vice chairman, (nursing home administrator); Betty Tolbert, secretary, (residential care administrator); Ethel Hughes, (nursing home proprietary); Brown McCallum, (Long Term Care Committee); Pat Tanner, (consumer nursing home); and Mason Brooks, (DHEC), ex-officio.

Board of Medical Examiners

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

With regard to licenses, the board added 794 new licensees, making the total licenses issued 10,234; with regard to physician certificates, the board added 33 new certificates, making the total issued 142; with regard to respiratory care practitioners, 133 new certificates were added, making the total issued 1,626. The board investigated 299 complaint cases.

For this fiscal year, there were 218 applicants who passed examinations and 18 who failed.

Board members: Ben C. Pendarvis, Jr., M.D., president; Hartwell Z. Hildebrand, M.D., vice president; James D. Whitehead, Jr., secretary; Louis E. Costa, M.D., Elizabeth S. Christensen, (lay member); Timothy J. Kowalski, D.O.; James G. Wallace, M.D.; Robert S. Clarke, Jr., M.D.; Ronald P. Hargrave, M.D.; and Vera C. Hyman, M.D.

Board of Nursing

The purpose of the Board of Nursing is to assure the safe and competent practice of nursing in South Carolina. The board licenses qualified individuals as registered nurses or licensed practical nurses. It also registers advanced practice nurses to include certified registered nurse anesthetists, certified nurse midwives, nurse practitioners and clinical nurse specialists practicing in the extended role. Complaints against licensees are investigated and disciplinary action taken when necessary.

The board added 4,105 new licensees, making the total licenses issued 47,396, and investigated 271 complaints against licensees.

For fiscal year 1996-97, there were 1,692 applicants who passed the examination and 238 who failed.

Board members: Melodie A. Olson, R.N., president; Raynette H. McKinney, R.N., vice president; Tammy Dodgens-Sorrells, L.P.N., secretary; Barbara W. Winn, L.P.N.; Alice Wyatt, R.N., Kathleen M. Crispin, R.N.; and Syble Oldaker, R.N.

Board of Pharmacy

The Board of Pharmacy protects the health and safety of the public by: enforcing laws and regulations governing pharmacies; performing routine inspections of drug outlets and pharmacies; issuing licenses to pharmacists and permits to drug outlets and pharmacies; administering the national pharmacy examinations and the state law examination to qualified graduates of accredited pharmacy colleges; administering the reciprocity process to qualified pharmacists from other states; receiving and investigating complaints; holding administrative hearings against pharmacists and permit holders; and developing laws and regulations necessary in regulating the practice of pharmacy.

The board issued 266 new licenses and 598 new permits, making the total licenses/permits issued 6,980, performed 762 inspections/investigations and processed 92 complaint cases.

For fiscal year 1996-97, there were 169 applicants who passed the examination and nine who failed.

Board members: Robert L. Spires, chairman; Carol V. Bateman, vice chairman; Louis H. Hutto, Jr.; R. T. Moss, Jr.; Ronnie W. Cromer; Charles C. Turner; Hugh F. Mobley, (at-large pharmacist); and Charles L. Appleby, Jr., (lay member).

OFFICE OF LEGISLATIVE LIAISON

The Legislative Liaison Office, which falls under the Office of the Director, handles all legislation, internally and externally, that affects LLR. The Legislative Liaison facilitates the submission of legislation to the General Assembly as well as track and monitor all legislation that affects the agency. Since LLR is a cabinet agency, the Legislative Liaison works closely with the Governor's office in the initial filing stages and throughout the session so as to have input from the Governor's office on all legislation affecting the departments within the agency.

The agency has established a templating process for rewriting the licensing acts for LLR boards. While the agency's input is limited to the structured format and content as it relates to administrative issues, it does not infringe upon the boards' autonomy and responsibility to regulate their respective fields. The following is a list of practice acts and regulations introduced on behalf of the professional and occupational boards, as well as other related legislation that was introduced/monitored by LLR during the 1996-97 legislative session and the status of each:

Legislation

Passed

- S. 269 Barber Board Practice Act - Act 137
- S.236 Building Codes Bill - Act 123
- S.285 Trade Secrets - Act 38
- S.359 Long Term Health Care Practice Act - Act 66
- H.3137 Speech, Language, Pathology and Audiology - Act 96
- H.169 Real Estate Commission - Act 24

Pending

S.271 Architects Practice Act
S.345 Foresters Practice Act
S.401 Contractors' Licensing Act
S.468 Barrier Free Design rewrite
S.534 Child Labor changes
S.567 Cosmetology Practice Act
S.583 Respiratory Care Practitioners
S.659/H.3784 Physical Therapy Practice Act
H.3274 Right to Work
H.3330 Geology Practice Act
H.3470 Amusement Ride changes
H.3563 Funeral Practice Act
H.3820 Psychology Practice Act
H.3279 Optometry

Regulations

Passed

- R.2037 Pharmacy, exam fees
- R.2061 Pyrotechnic regulations clean up
- R.2062 Liquefied Petroleum Gas, change to comply with national requirements,
- R.2110 Cosmetology, clean up and rewrite
- R.2141 Accountancy technical changes
- R.2142 Long Term Health Care Administrators in training
- R.2143 Child Labor, clean up
- R.2152 Contractors, General and Mechanical Contracting exams
- R.2153 Contractors, Specialty Contractors/Wood Frame Structures
- R.2154 Nitrous oxide anesthesia
- R.2155 Amusement Rides
- R.2156 Occupational Health and Safety Review Board, clean up
- R.2157 Residential Builders, apartment complex
- R.2176 Manufactured Housing, changes to conform with recent statutory changes

Pending

- R.2169 Nursing licensure by examination

OFFICE OF PUBLIC INFORMATION

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

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

POSTERS

Division of Labor

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

S.C. Workers' Compensation Commission

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

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

FORMS

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

PUBLICATIONS

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

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

**S.C. DEPARTMENT OF LABOR
LICENSING AND REGULATION
1996-97 FISCAL YEAR EXPENDITURES**

	Fiscal Year 1995-96	Fiscal Year 1996-97
Division of Labor	4,385,195	4,588,110
Division of Fire and Life Safety	4,157,379	4,593,669
Division of Professional and Occupational Licensing	9,752,276	10,159,245
Division of Administration	2,672,318	2,657,742
<u>Employer Contributions</u>	<u>3,177,427</u>	<u>3,184,293</u>
Total Labor, Licensing and Regulation	24,144,595	25,183,059

