

**South Carolina Department of
Labor, Licensing and Regulation
2002-2003 Annual Report**

**The Honorable Mark Sanford, Governor
Adrienne R. Youmans, Director**

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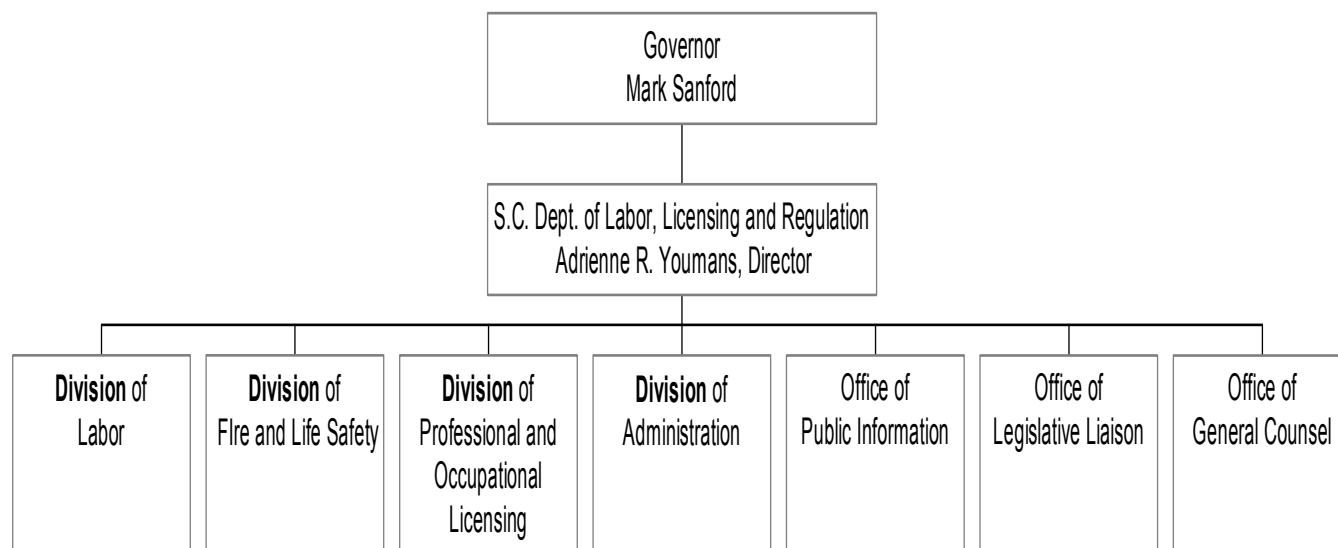
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INTRODUCTION

On February 1, 1994, the South Carolina Legislature created the South Carolina Department of Labor, Licensing and Regulation (LLR) with Act 181 by combining 40 separate state agencies including the Department of Labor, the State Fire Academy, the Office of the State Fire Marshal and 38 professional and occupational licensing boards. Legislators envisioned an organization that would promote efficiency and build accountability while delivering the highest level of customer service. The 1994 legislation empowered the Governor to appoint a director of LLR with the advice and consent of the Senate.



Currently LLR administers over 70 programs, from OSHA enforcement to professional and occupational licensing to educating the fire services. Any one of LLR's divisions could be compared to many present state agencies which are similar in size, complexity and focus.

LLR's Four Divisions are Located in Columbia

1. **Labor** - 3600 Forest Drive.
2. **Fire and Life Safety** - at the State Fire Academy on Monticello Trail.
3. **Professional and Occupational Licensing (POL)** - in the Kingstree Building at 110 Centerview Drive.
4. **Administration** - in the Kingstree Building at 110 Centerview Drive.

(The Director, as well as the offices of the General Counsel, Public Information, Legislative Liaison, is also located in Columbia within the Kingstree building at 110 Centerview Drive.)

AGENCY OVERVIEW

Mission

The mission of the Department of Labor, Licensing and Regulation is to promote and protect the health, safety and economic well being of the public through regulation, licensing, enforcement, training and education.

Our mission goes hand-in-hand with the Governor's effort to raise personal incomes of South Carolinians by creating a better environment for economic growth, delivering government services more openly and efficiently, improving quality of life, and improving our state's education. LLR accomplishes its mission by:

- Promoting an environment of growth and innovation which allows regulated businesses and professionals to operate successfully and free of overly restrictive and unwarranted regulation.
- Providing cost efficient administration and periodic review of licensing and certification programs to assure the appropriate protection of the public.
- Conducting required inspections, complaint investigations, and enforcement activities in a manner that is fair, accountable and cost effective.
- Providing businesses and industry, the fire service, our licensees and the public relevant training and education programs.

Division of Administration

110 Centerview Drive
Kingstree Building
Columbia, South Carolina 29210
(803) 896-4300

Office of the Director

The Office of the Director is made up of the Director and the offices of General Counsel, Public Information and Legislative Liaison. The Governor with the advice and consent of the Senate appoints the director.

Rita McKinney served as director of the South Carolina Department of Labor Licensing and Regulation from July 1, 2002 until January 2003. **Governor Mark Sanford** appointed **Adrienne Riggins Youmans** as director of the LLR in January 2003 and was confirmed by the South Carolina State Senate on Feb. 20, 2003.

Administrative Services

This office provides support services to all program offices in LLR. These support services include Budgets and Strategic Planning; Finance; Human Resource Management; Information Technology; Mail Services; Procurement; Property and Vehicle Management; and Records Management.

FY2002 –2003 Statistical Information

Vouchers Processed	10,643
Transactions processed on payroll	493

General Counsel

The Office of the General Counsel is charged with providing litigation and advice services to all programs within LLR.

Chief General Counsel	Wendy Cartledge
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FY2002 –2003 Statistical Information

Cases opened by General Counsel	
Labor	104
POL	493
Fire and Life Safety	5

Office of Public Information

The Office of Public Information promotes and explains to the public the agency's goals, activities and services using a variety of media. Staff is responsible for the design, writing and printing of all agency publications, including newsletters, brochures, booklets and posters. The office manages the agency's Web site, which provides the public access to the agency and its programs 24/7.

Staff members serve as agency spokespersons to the media for all programs as well as working with chambers of commerce, trade associations, etc. to promote understanding and cooperation in carrying out the agency's mission. The Office of Public Information also responds to requests from workers, licensees, members of the fire service, the public, and businesses regarding various agency publications.

Director

Jim Knight

FY2002 –2003 Statistical Information

Website

Hits on Agency Website	33,740,760
Documents Downloaded from Agency Website	848,000

Media

Formal Freedom of Information Act Requests	653
Media contacts	1,440

Office of Legislative Liaison

The Legislative Liaison's Office (LLO) reports to the Office of the Director. Duties include reviewing, analyzing, facilitating and introducing legislation impacting all LLR divisions. These divisions include 38 professional and occupational licensing boards/ commissions, the Division of Labor, the S.C. Fire Academy and the Office of the State Fire Marshal.

The LLO works with elected officials and legislative staff to advise and propose legislation. The office initiates the submission of legislation to the S.C. General Assembly by reviewing, analyzing and interpreting the impact that legislation may have on the following Divisions:

- Professional and Occupational Licensing, serving a quarter of a million licensed professionals,
- Fire and Life Safety, which includes the Office of State Fire Marshal and Fire Academy,
- Labor, which includes Occupational Safety and Health, OSHA Voluntary Programs, Office of Payment and Wages and Child Labor, Elevator and Amusement Rides and Migrant Labor.

In 1994, Act 181 was enacted that established Title 40, Chapter 1. This statute governs the board regulation of professions and occupations within LLR. A primary directive has been to assist agency boards and commissions in revising their practice acts to comply with Title 40, Chapter 1.

The 2003 legislative session was the first half of a biennium in which LLR filed and passed two practice acts, seven bills offering statutory changes, and six regulations. The following is a list of the LLR legislation that was enacted.

Legislative Liaison

Lisa Maseng

FY2002 –2003 Statistical Information

LEGISLATION

Total Bills Monitored **150**

Practice Acts Passed

Act Number	Board/ Commission	Subject	Effective Date
28	Athletic Commission	Practice Act	May 15, 2003
45	Dentistry	Practice Act	June 2, 2003

Bills Passed Offering Statutory Changes

Act Number	Board/ Commission	Subject	Effective Date
107	Nursing	Code of Ethics	March 26, 2003
16	LP Gas	Dealer storage capacity	April 21, 2003
82	Residential Builders, Contractors	Cure Dwelling Construction Defects	July 2, 2003
83	Building Codes, Residential Builders, Contractors, Architect	Building codes	July 2, 2003
87	Architect, Building Codes, Fire Marshal	Public School Construction	July 16, 2003
84	Real Estate Commission	Vacation Time Sharing	October 1, 2003
88	Manufactured Housing	Detitling of Certain Manufactured Homes	July 14, 2003

FY2002 –2003 LLO Statistical Information (cont.)

Regulations Passed

Regulation	Board/ Commission	Subject	Effective Date
2739	Chiropractic Examiners	Continuing Education	May 13, 2003
2732	Chiropractic Examiners	Advertising	May 23, 2003
2733	Chiropractic Examiners	Exams	May 23, 2003
2738	Accountancy	CPA exam cap removed	June 27, 2003
2838	Labor	Record keeping (Federal law)	June 27, 2003
2728	Building Codes	Transfer duties	June 27, 2003

DIVISION OF LABOR

3600 Forest Drive
P. O. Box 11329
Columbia, SC 29211-1329
737-9220

Program Description:

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

Office of Occupational Safety and Health

Program:	Compliance
<p>Program Description: The purpose of the state Occupational Safety and Health Act is to ensure working men and women a safe and healthful working environment. To see that the objectives are met, the Compliance staff (13 compliance officers and 8 industrial hygienists) conducts inspections to ensure compliance with safety standards and initiate enforcement procedures in cases of noncompliance.</p>	
Administrator	Dottie Ison

STATISTICAL INFORMATION FY 2002-2003

OSHA Inspections		1,725
Safety		1460
% Of safety inspections		84.6
Safety inspections per inspector		113
Health		265
% Of health inspections		15.4
Health inspections per inspector		32
Inspections resulting in findings of in-compliance		469
# of Violations		3,323
Serious	61.0%	2,028
Other than serious	37.4%	1,244
Repeat	1.5%	50
Willful	.1%	1
Employee Statistics		
Public Sector Workforce		
# of employees in SC public sector workforce		292,000
Injury and illness rate per 100 employees		7.5
Private Sector Workforce		
# of employees in SC private sector workforce		1,507,900
Injury and illness rate per 100 employees		4.5
Case hours and # of employees covered per inspection		
# Case hours per inspection		13.47
# Employees covered per inspection		62.8
Total # program case hours		23,243
Total # of employees covered		108,417

Office of Occupational Safety and Health

Program:	Compliance (continued)
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STATISTICAL INFORMATION FY 2002-2003

of Inspection by types

Planned	68.0%	1,170
Complaints	13.0%	223
Accident and fatality	4.0%	69
Referrals	3.3%	56
Follow-up	2.0%	36
Program-related	3.7%	64
Unprogram-related	4.0%	72
Monitoring	2.0%	35

Program:	Integrated Management Information System
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Program Description:

This section has the responsibility to compile, analyze and prepare accurate data concerning safety and health inspections and activities that 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.

Administrator

Dottie Ison

Program:	Standards
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Program Description:

The Standards program assists employers in interpreting OSHA standards and on proper record-keeping procedures. One permanent variance was granted on November 6, 2002 for 1910.109(d)(2)(I). One public hearing was held to revise seven existing OSHA standards. Three record-keeping regulations were revised.

Administrator

Dottie Ison

STATISTICAL INFORMATION FY 2002-2003

Requests for Information	# of Phone Calls
Standards information	1,752
Standards interpretation	188
Technical information / advice	244
General information	230
Referrals	369
Total # of Calls	2,783

Office of Occupational Safety and Health

Program:	OSH Statistics
<p>Program Description: The OSH Statistics Section in cooperation with the U.S. Department of Labor, Bureau of Labor Statistics, conducts the annual Bureau of Labor Statistics (BLS) Survey of Occupational Injuries and Illnesses by Standard Industrial Classification (SIC) and the Census of Fatal Occupational Injuries (CFOI) Program.</p> <p>Only a relatively small percentage of the total private sector employers are required to report on the BLS survey. Data collected in this survey is based on uniform record-keeping requirements, which are mandatory under provisions of both the 1970 Occupational Safety and Health Act and corresponding state laws. The data compiled in this survey is used to provide a management tool for safety engineers and persons interested in measurements of work injuries and illnesses.</p>	
Administrator	Dottie Ison

STATISTICAL INFORMATION FY 2002-2003

Private Sector Statistics

Number of employees in SC workforce	1,507,900
# of businesses sampled	4,639
# of reported injuries/illnesses	56,300
# of fatal occupational injuries	91

South Carolina Occupational Health and Safety Review Board

110 Centerview Drive
Kingstree Building
Columbia, South Carolina 29211-1329
896-4370

Program Description:

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

Administrator	Joan Wilkie
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(The Board consists of six members, one from each Congressional District.)

Board members	Congressional District	# Of Assigned Cases
James E. Sanderson, Jr.	#1	25
Wilbur Lee Jeffcoat	#2	
<i>Vacant</i>	#3	
Judy R. Brigman	#4	8
Elaine L. Craft	#5	12
Walter M. Riggs	#6	2
TOTAL CASES		49

Office Of OSHA Voluntary Programs

Program:	OSHA Voluntary Programs
<p>Program Description: The Office of OSHA Voluntary Programs (OVP) provides safety and health courtesy inspections, technical assistance, and safety and health training to aid the business community in voluntary compliance with all areas of the Occupational Safety and Health Act. These confidential services are free to both public and private sector employers. Training resource materials, brochures, booklets, audio-visual programs, seminars, lectures and extended courses have been developed to assist employers in providing employees a safe and healthful work environment.</p> <p>The Voluntary Protection Program (VPP) or Palmetto Star Program recognizes manufacturing facilities with exemplary safety and health records and reduced injury and illness rates.</p>	
Administrator	Bob Peck

STATISTICAL INFORMATION FY 2002-2003

	<u>FY00</u>	<u>FY01</u>	<u>FY02</u>	<u>FY03</u>
\$\$ Saved in OSHA fines by businesses achieving compliance	6.7M	5.0M	4.0M	3.0M
Approved Palmetto Star sites	36	37	42	44

Office Of OSHA Voluntary Programs

Program:	Education and Training
<p>Program Description: Training classes are provided for employees and employers covering key safety issues facing workplaces today, from OSHA's Rights and Responsibilities to lock-out/tag-out to violence in the workplace. This service within OSHA Voluntary Programs provides a variety of training programs and presentations designed to reduce or eliminate safety and health hazards in the workplace. Training is available to employers and employees of both the public and private sector upon request and may occur on-site (requiring participation of 12 or more employees) or as a result of participating in one of the Regional Training programs coordinated by the training staff. In fiscal year 2001, in excess of 900 training programs were delivered to employees throughout South Carolina resulting in more than 24,000 employees being trained on various OSHA regulations and other safety and health issues.</p>	
Administrator	Bob Peck

STATISTICAL INFORMATION FY 2002-2003

# Of Training programs:	687
# Of Contact hours:	20,372
# Of Trainees:	15,576

General industry, health, and construction areas are covered in the training curriculum. Examples of training programs offered include:

- The OSHA Inspection Process
- Bloodborne Pathogens
- Lockout/Tagout (LOTO)
- Trenching/Excavation
- Hazard Communication
- S.C. SMART- Safety Management Accident Reduction Training
- Fall Protection (Construction)
- Personal Protective Equipment
- Violence in the Workplace
- Scaffolding (Construction)
- Permit Required Confined Spaces
- Industrial Trucks (Forklifts)
- OSHA Record keeping

View a complete list of free workplace safety and health training programs at the LLR Web site: <http://www.llr.state.sc.us/scovp/index.asp?file=train.htm>

Office Of OSHA Voluntary Programs

Program:	Consultation Services
<p>Program Description: Consultations by safety and health professionals with expertise in safety and health workplace issues are provided to businesses and public sector employers free of charge. The consultants help employers identify and correct specific hazards, provide guidance in establishing or improving and effective safety and health program and offer training and education for employers, supervisors and employees. The primary target of the program is smaller businesses in higher hazard industries or with especially hazardous operations. Consultations are independent of OSHA's enforcement activity, and records are kept confidential and separate from OSHA's enforcement program. The goal of the program is to make worksites safer.</p> <p>The only obligation of the businesses using these services is to correct imminent dangers and other serious job safety and health hazards in a timely manner.</p>	
Administrator	Bob Peck

STATISTICAL INFORMATION FY 2002-2003

# of Consultation requests	537
# of Employees helped	8,958
# of Workplaces visited	528
# of Workplaces achieving compliance	526
# of Workplaces referred to compliance	2
Types of consulting services rendered	528
Courtesy inspections	510
Technical assistance	4
Follow-up visits	14
# of Hazards identified	8,582
# of Hazards corrected	8,543

Office Of OSHA Voluntary Programs

Program:	Palmetto Star
<p>Program Description: The Palmetto Star Program recognizes qualified employers who exceed the requirements of the Occupational Safety and Health Act of 1970 in providing their workers a safe and healthy worksite. Any employer in Standard Industry Classification (SIC) Codes 20-39 may apply.</p> <p>Palmetto Star sites are not expected to be perfect, but they are expected to effectively protect their workers from the hazards of the workplace through their safety and health systems. A Palmetto Star site is one that has proven it is able to function independently of OSHA and is self-sufficient in its ability to control hazards at the worksite.</p> <p>To qualify, an applicant must demonstrate management's commitment to safety, assess hazards that may be present within the workplace, maintain a system for hazard correction and control, provide employees safety and health training, and assure employee participation in safety and health programs. Finally, the company must have a total injury/illness incident rate and a total lost workday incident rate that is 50 percent or below the state average for the applicant's industry for each of the last three years.</p>	
Administrator	Bob Peck

STATISTICAL INFORMATION FY 2002-2003

# of Approved Palmetto Star sites	44
# of Initial evaluations conducted	2
# of Initial approvals for FY02-03	1
# of Three-year re-evaluation conducted	11

Office Of OSHA Voluntary Programs

Palmetto Star Sites	Location	Approval Date
Milliken and Company	Gilliand Plant, Laurens, SC	05/31/94
Milliken and Company	Dewey Plant, Inman, SC	07/29/94
United Defense	Aiken, SC	09/30/94
Milliken and Company	New Prospect, Campobello, SC	01/31/95
Milliken and Company	Barnwell Plant, Barnwell, SC	03/31/95
Milliken and Company	Cushman Plant, Williamston, SC	05/31/95
Milliken and Company	Judson Plant, Greenville, SC	07/31/95
Milliken and Company	Gaffney Plant, Gaffney, SC	10/05/95
Milliken and Company	Gerrish Plant, Pendleton, SC	11/30/95
Milliken and Company	Monarch Plant, Union, SC	01/25/96
Milliken and Company	Auto Lamination, Spartanburg, SC	02/28/96
Milliken and Company	Saluda Plant, Saluda, SC	04/30/96
Milliken and Company	Gayley Plant, Marietta, SC	08/30/96
Georgia Pacific	Prosperity Plant, Prosperity, SC	09/10/96
Milliken and Company	Peerless Plant, Belton, SC	10/25/96
Milliken and Company	Gillespie Plant, Union, SC	12/05/96
Milliken and Company	Kingstree Plant, Kingstree, SC	01/27/97
Milliken and Company	Cedar Hill Plant, Jonesville, SC	02/10/97
Milliken and Company	Abbeville Plant, Abbeville, SC	06/12/97
Milliken and Company	Cypress Plant, Blacksburg, SC	07/07/97
Tenneco Automotive	Monroe Anderson, Anderson, SC	07/07/97
Milliken and Company	Defore Plant, Clemson, SC	09/30/97
Milliken and Company	Excelsior/Union Plant, Union, SC	10/31/97
Milliken and Company	Sharon Plant, Abbeville, SC	02/26/98
Milliken and Company	Johnston Plant, Johnston, SC	04/10/98
Jacobs Applied Technology	Orangeburg, SC	04/10/98
Milliken and Company	McCormick Plant, McCormick, SC	04/30/98
Black and Veatch	Cogen South North Charleston, SC	06/30/98
Allied Signal	Aerospace Plant, Greer, SC	07/15/98
Milliken and Company	Pendleton Plant, Pendleton, SC	09/30/98
Milliken and Company	Honea Path Plant, Honea Path, SC	02/26/99
Milliken and Company	Magnolia Plant, Blacksburg, SC	03/10/99
International Paper	Log/Fiber, Georgetown, SC	03/12/99
Milliken and Company	Packaging Plant, White Stone, SC	02/23/00
Roger Milliken	Research and Customer Center Spartanburg, SC	05/31/00
Solutia, Inc.	Greenwood, SC	07/31/00
Tyco Healthcare-Kendall/ Wateree	Camden, SC	02/08/01
Westvaco Forest Res. Div.	Summerville, SC	09/11/01
GE Medical Systems	Florence, SC	0/22/01
Milliken and Company	Enterprise Plant, Marietta, SC	11/15/01
Bridgestone/Firestone	Graniteville, SC	01/08/02
Milliken and Company	Sycamore Transportation/Distribution Center Clinton, SC	01/08/02
FC Finishing	Union, SC	06/07/02
Jacobs Applied Technology Inc.	Goose Creek, SC	06/04/03

Office Of Elevators And Amusement Rides

Program Description:

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

Administrator

Jerry Butler

Program:

Elevator Safety Inspections

Program Description:

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 in accordance with the American National Standards Institute. The office, and the private inspectors it licenses, inspects elevator facilities and issues operating certificates.

Since registration of elevators and related equipment formally began in July 1986, 8,475 elevators and related equipment have been registered in South Carolina. The highest numbers of registered facilities are in Richland, Charleston, Greenville and Horry counties.

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

Administrator

Jerry Butler

Fiscal Year 2002-2003 Statistical Information

# of Inspections	7,568
Inspections by State Inspectors	6,322
Inspections by licensed private inspectors	1,246

Office Of Elevators And Amusement Rides

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

Fiscal Year 2002-2003 Statistical Information

# of Inspections	750
Resulting from accidents	3
Resulting from complaints	2

Program:	Bungee Jumping Inspections
Program Description: The office began regulating the practice of bungee jumping in July 1994. In FY 2002/03, Myrtle Beach was the only site in the state with a bungee jumping device.	
Administrator	Jerry Butler

Office Of Wages & Child Labor

Program Description:

It is the responsibility of the Office of Wages & Child Labor 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 terms and conditions 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 citations and assess civil penalties for violations of the Act.

Administrator

Mark Dorman

STATISTICAL INFORMATION FY 2002-2003

Wage violations cited	5,404
Wage complaints investigated	1,562
# of Warnings issued	744
# of Citations issued	935
Child labor violations cited	98
Child labor complaints investigated	91
# of Warnings issued	11
# of Citations issued	31
Wages collected for employees	1.9M

Office of Labor-Management Mediation

Program Description:

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

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

Administrator

Jim Phillips

Fiscal Year 2002-2003 Statistical Information

# of Union workers involved in negotiations	9,439
# of Right to Work cases	9
# of Contracts Negotiated	85
Strikes reported	0
Work hours lost due to strikes	0
Workers involved in strikes	0

Migrant and Seasonal Farm Workers Commission

Program Description:

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

The office operates as a clearinghouse by assisting, coordinating and monitoring programs and services provided by public and private organizations. The office works closely with all agencies addressing the laws pertaining to farmers and migrant and seasonal farm workers in South Carolina.

Administrator**Mary Ruschky**

DIVISION OF PROFESSIONAL OCCUPATIONAL LICENSING BOARDS

110 Centerview Drive
Kingstree Building
Columbia, South Carolina 29210
(803) 896-4300

Program Description:

As an administrative unit within the Department of Labor, Licensing & Regulation, the Division of Professional and Occupational Licensing provides services to 38 professional and occupational regulatory boards that are responsible for establishing minimum standards of competence and conduct for over 265,000 licensees in South Carolina.

The 38 licensing boards protect the health, safety and well being of the citizens of South Carolina by issuing licenses to qualified individuals and businesses that provide services to consumers. The boards are composed of volunteer members some of whom are appointed by the Governor, some appointed with advice and consent of the Senate, and some of whom are elected. Board members include licensed practitioners and members of the public. They serve as a direct link between the professionals they license and consumers. Most of the boards meet on a quarterly basis, and the meetings are open to the public.

Each board evaluates the qualifications of license applicants, grants licenses to those that qualify, and establishes regulations that set ethical and technical competence standards for the professionals it licenses (In FY02-03, over 4 million verifications were done on-line). The boards also take disciplinary action, against licensees whose conduct fails to meet the accepted standards of the profession.

The Division also serves as an educational resource to schools and colleges and provides staff to serve as speakers and presenters at professional association and other meetings.

Administrative areas	# of Boards
Office of Business and Related Services Randall Bryant, Assistant Deputy Director	14
Office of Health and Medically Related Professions Ruby Brice McClain, Assistant Deputy Director	13
Office of Property, Environmental, Design and Construction Services Robert Selman, Assistant Deputy Director	10

Office of Health and Medically Related Professions (OHMRP)

The following occupational and professional licensing boards are in the Office of Business and Related Services:

- **Board of Chiropractic Examiners**
- **Board of Medical Examiners**
- **Board of Nursing**
- **Board of Occupational Therapy**
- **Board of Examiners in Opticianry**
- **Board of Examiners in Optometry**
- **Board of Physical Therapy Examiners**
- **Board of Podiatry Examiners**
- **Board of Examiners for Licensure of Professional Counselors and Marital and Family Therapists**
- **Board of Examiners in Psychology**
- **Board of Social Work Examiners**
- **Board of Examiners in Speech-Language Pathology and Audiology**
- **Board of Veterinary Medical Examiners**

BOARD OF CHIROPRACTIC EXAMINERS

Program Description:

The Board of Chiropractic Examiners 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.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingtree Building, Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4587
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/Chiropractors/

Administrator:	Alana T. Holmes holmesa@llr.sc.gov
Assistant Deputy Director:	Ruby Brice McClain
Board Established:	1932
SC Code of Laws Section:	40-9-10, et. seq.
Regulation:	25-10, et. seq.
Board Member Slots:	8
How appointed:	Election by district & top two candidates submitted to the Governor
Board Meetings:	At least 3 times annually

Licensure Information:

#States & jurisdictions that license same profession:	50 States
Licensure Period:	Biennial 7/1-6/30
Endorsement/Reciprocity Accepted:	Endorsement
Licensee Population Trend:	Increasing
Type of Exam:	National exam & state exam on SC rules and regs.

STATISTICAL INFORMATION FY 2002-2003

(During July 1, 2002 – June 30, 2003)

Licensee Category:	# of Licensees:
Doctor of Chiropractic	1384

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	27
Investigations:	27
Dispositions:	
• Dismissed:	14*
• Hearings:	2**
• Cease and Desist Orders:	1
• Administrative Suspension:	2***
• Pending:	14

* 5 cases were dismissed which were from FY01/02

** 1 hearing was on a FY01/02 case

*** 10 pending cases are from FY01/02

BOARD OF MEDICAL EXAMINERS

Program Description:

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

Prior to LLR, Board was: Independent/private firm

Mailing Address:	110 Centerview Drive, Kingtree Bldg., Suite 202 P.O. Box 11289 Columbia, South Carolina 29211-1289
Telephone:	(803) 896-4500
Fax:	(803) 896-4515
Internet Web site:	http://www.llr.state.sc.us/POL/Medical/

Administrator:

John D. Volmer

volmerj@llr.sc.gov

Assistant Deputy Director:

Ruby Brice McClain

Board Established:	1920
SC Code of Laws Section:	40-47-10 et. seq.
Regulation:	81-10 et. seq.
Board Member Slots:	10
How appointed:	<ul style="list-style-type: none"> • 8 elected members w/ advice and consent of Gov & the S.C. State Senate • 2 Gov. appointed members w/ advice and consent of the S.C. State Senate
Board Meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	50 states & 11 jurisdictions
Licensure Period:	
• Physician	Annually 7/1-6/30
• Physician Assistant	Annually 1/1-12/31
• Respiratory Care Practitioner	Annually 3/1-2/28
• Anesthesiologist Assistant	Annually 1/1-12/31
Endorsement Accepted:	No
Licensee Population Trend:	Increasing

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 16,560
Physician	14,097
Physician Assistant (<i>Bd. administers jurisprudence</i>)	449
Respiratory Care Practitioner	2,009
Anesthesiologist Assistant	5

BOARD OF MEDICAL EXAMINERS

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	364
Investigations:	520
Dispositions:	
• Dismissed:	224
• Hearings:	32
• Consent Orders:	14
• Cease and Desist Orders:	2
• Administrative Suspension:	17
• Pending:	520
• Other:	
○ <i>Final Order:</i>	23
○ <i>Agreement:</i>	21
○ <i>Reinstatement:</i>	3
○ <i>Order Requiring Evaluation</i>	7
○ <i>Public Reprimand</i>	1
○ <i>Private Reprimand</i>	4

BOARD OF NURSING

Program Description:

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

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingtree Bldg., Suite 202 P.O. Box 12367 Columbia, South Carolina 29211-2367
Telephone:	(803) 896-4550
Fax:	(803) 896-4525
Internet Web site:	http://www.llr.state.sc.us/POL/Nursing/

Administrator:

Martha Bursinger
bursingerm@llr.sc.gov

Assistant Deputy Director:

Ruby Brice McClain

Board Established:	1935
SC Code of Laws Section:	40-33-10, et. seq.
Regulation:	91-10, et. seq.
Board Member Slots:	9
How appointed:	By the Governor
Board Meetings:	Every 2 months

Licensure Information:

# States & jurisdictions that license same profession:	50 States + 11 jurisdictions
Licensure Period:	Biennial 5/1-4/30
Endorsement Accepted:	Yes
Licensee Population Trend:	Increasing
Type of Exam:	National Exam - privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 52,426
Licensed Practical Nurse (LPN)	11,261
Registered Nurse (RN)	41,165
Advanced Practice Registered Nurse (APRN)	2,309

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	670
Investigations:	547
Dispositions:	
• Dismissed:	106
• Hearings:	42
• Consent Orders:	77
• Cease and Desist Orders:	8
• Pending:	203

BOARD OF OCCUPATIONAL THERAPY

Program Description:

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

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4683
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/OccupationalTherapy/

Administrator:

Kate K. Cox

coxk@llr.sc.gov

Assistant Deputy Director:

Ruby Brice McClain

Board established:

1977

SC Code of Laws Section:

40-36, et. seq.

Regulation:

94-1, et. seq.

Board member slots:

7

How appointed:

By the Gov. w/advice and consent of the Senate

Board meetings:

Quarterly

Licensure Information:

States & jurisdictions that license same profession:

50 States

Licensure period:

Biennially

3/16-3/15

Endorsement or Reciprocity accepted:

Endorsement

Licensee population trend:

Increasing

Type of exam:

National exam –
privatized

STATISTICAL INFORMATION FY 2002-2003

(During July 1 – June 30, 2003)

Licensee Category:

of Licensees: 1,332

Occupational Therapist

975

Occupational Therapy Assistants

357

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:

1

Investigations:

1

Dispositions:

- Pending:

1

BOARD OF EXAMINERS IN OPTICIANRY

Program Description:

The Board examines, licenses, and regulates opticians and contact lens dispensers in South Carolina. An apprenticeship program is provided. Complaints are investigated; opticians and apprentices are disciplined if necessary.

Prior to LLR, Board was: private firm

Mailing Address:	110 Centerview Drive, Kingtree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4681
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/Opticians/

Administrator:

Angie Combs

combsa@llr.sc.gov

Assistant Deputy Director:

Ruby Brice McClain

Board established:	1978
SC Code of Laws Section:	40-38, et. seq.
Regulation:	96-1, et. seq.
Board member slots:	7
How appointed:	Peer nominations, election, approved by Gov.
Board meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	22 States
Licensure period:	Annually
	10/2-10/1
Endorsement or Reciprocity accepted:	Neither
Licensee population trend:	Static
Type of exam:	Natl. Bd. Exam & Bd. administered Practical Exam

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 642
Opticians	411
Contact Lens Dispensers	148
Registered Apprentices	83

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	13
Investigations:	158
Dispositions:	
• Dismissed:	3
• Consent Orders:	3
• Cease and Desist Orders:	29
• Pending:	7

BOARD OF EXAMINERS IN OPTOMETRY

Program Description:

The Board licenses and regulates optometrists in South Carolina. It investigates complaints against licensees and disciplines if necessary. The Board sets policies that assist licensees in providing quality vision care to the public.

Prior to LLR, Board was: private firm

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-
Telephone:	(803) 896-4679
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/Optometry/

Administrator:

Angie Combs

combsa@llr.sc.gov

Assistant Deputy Director:

Ruby Brice McClain

Board established:	1917
SC Code of Laws Section:	40-37, et. seq.
Regulation:	95-1, et. seq.
Board member slots:	7
How appointed:	Peer nominations, election, approved by Gov.
Board meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Annually
	10/2-10/1
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Static
	(Only 3% increase)
Type of exam:	Natl. Bd. Exam & Bd. admin. Jurisprudence Exam

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 616
Optometry	616

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	18
Investigations:	18
Dispositions:	
• Dismissed:	8
• Consent Orders:	1
• Pending:	9

BOARD OF PHYSICAL THERAPY

Program Description:

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.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4655
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/PhysicalTherapy/

Administrator:	Veronica Reynolds reynoldsv@llr.sc.gov
Assistant Deputy Director:	Ruby Brice McClain
Board established:	1952
SC Code of Laws Section:	40-45, et. seq.
Regulation:	101-1, et. seq.
Board member slots:	9
How appointed:	By the Governor
Board meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Biennial 1/1-12/31
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Increasing
Type of exam:	National

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 2,870
Physical Therapist	1,971
Physical Therapist Provisional	1
Physical Therapist Assistant	897
Physical Therapist Assistant Provisional	1

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	15
Investigations:	15
Dispositions:	
• Dismissed:	2
• Hearings:	1
• Consent Orders:	4
• Pending:	8

BOARD OF PODIATRY

Program Description:

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

Prior to LLR, Board was: private firm – contractual management

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 202 P.O. Box 11289 Columbia, South Carolina 29211-1289
Telephone:	(803) 896-4685
Fax:	(803) 896-4515
Internet Web site:	http://www.llr.state.sc.us/POL/Podiatry/

Administrator:

John D. Volmer

volmerj@llr.sc.gov

Assistant Deputy Director:

Ruby Brice McClain

Board established:	1935
SC Code of Laws Section:	40-51, et. seq.
Regulation:	134-10, et. seq.
Board member slots:	5
How appointed:	Congressional district election, candidates are then confirmed by the Governor w/ advice and consent of the Senate
Board meetings:	Semi-annual

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Annually 1/1-12/31
Endorsement or Reciprocity accepted:	No
Licensee population trend:	Increasing
Type of exam:	National exam & Bd. administered practical exam and PMLEXIS exam

STATISTICAL INFORMATION FY 2002-2003

Licensee Category	# of Licensees: 147
Podiatrist	147

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	2
Investigations:	5
Dispositions:	
• Hearings:	1
• Other: (license revoked)	1

BOARD OF EXAMINERS FOR LICENSURE OF PROFESSIONAL COUNSELORS, MARRIAGE AND FAMILY THERAPISTS, AND PSYCHO-EDUCATIONAL SPECIALISTS

Program Description:

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

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingtree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4658
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/Counselors/

Administrator:

Kate K. Cox

coxk@llr.sc.gov

Assistant Deputy Director:

Ruby Brice McClain

Board established:	1985
SC Code of Laws Section:	40-75, et. seq.
Regulation:	36-10, et. seq.
Board member slots:	9
How appointed:	By the Governor
Board meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Biennially 9/1-8/31
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Increasing
Type of exam:	National Exam

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 2,478
Licensed Professional Counselor (LPC)	1,425
Licensed Professional Counselor – Interns (LPC-I)	210
Licensed Marriage & Family Therapist (LMFT)	247
Licensed Marriage & Family Therapist - Interns (LMFT-I)	19
Licensed Professional Counselor – Supervisor (LPC-S)	254
Licensed Professional Counselor – Supervisor In Training (LPC-SIT)	33
Licensed Marriage & Family Therapist – Supervisor (LMFT-S)	45
Licensed Marriage & Family Therapist – Supervisor In Training (LMFT-SIT)	5
Licensed Professional Educational Specialist (LPES)	240

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	32
Investigations:	32
Dispositions:	
• Dismissed:	17
• Consent Orders:	5
• Pending:	10

BOARD OF PSYCHOLOGY

Program Description:

The Board regulates practitioners of psychology, accepts applications and conducts examinations 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.

Prior to LLR, Board was: Independent state agency

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4664
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/Psychology/

Administrator:	Patricia F. Glenn glennp@llr.sc.gov
Assistant Deputy Director:	Ruby Brice McClain
Board established:	1968
SC Code of Laws Section:	40-55, et. seq.
Regulation:	Chapter 100, et. seq.
Board member slots:	8
How appointed:	By the Governor
Board meetings:	At least 5 meetings annually

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Biennially 12/1-11/30
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Increasing
Type of exam:	Written Exam - Natl. Exam Oral Exam - Bd. Admin.

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 550
Psychologist	550

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	15
Investigations:	15
Dispositions:	
• Dismissed:	5
• Cease and Desist Orders:	7
• Pending:	5*

*Includes 2 pending from FY 01/02.

BOARD OF SOCIAL WORK EXAMINERS

Program Description:

This Board reviews applicant credentials and licenses social workers who practice in the state. The Board currently licenses five levels of social workers (LISWs will be phased out by 3/06 per 40-63 because they will now be specializing in clinical or advanced scope of practice). The Board investigates complaints against licensees and disciplines licensees when it is determined to be necessary.

Prior to LLR, Board was: private firm

Mailing Address:	110 Centerview Drive, Kingtree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4665
Fax:	(803) 896-4687
Internet Web site:	http://www.llr.state.sc.us/POL/SocialWorkers/

Administrator:

Patricia F. Glenn
glennp@llr.sc.gov
Ruby Brice McClain

Board established:	1968
SC Code of Laws Section:	40-63, et. seq.
Regulation:	Chapter 110, et. seq.
Board member slots:	7
How appointed:	By the Gov. w/ Senate confirmation
Board meetings:	At least 6 annually

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Biennially 1/1-12/31
Endorsement or Reciprocity accepted:	Reciprocity
Licensee population trend:	Increasing
Type of exam:	Natl. Written Exam

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 3,966
Licensed Baccalaureate Social Worker (LBSW)	1,327
Licensed Masters Social Worker (LMSW)	1,815
Licensed Independent Social Worker – Clinical Practice (LISW-CP)	692
Licensed Independent Social Worker – Advanced Practice (LISW-AP)	46
Licensed Independent Social Worker (LISW)	86

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	23
Investigations:	23
Dispositions:	
• Dismissed:	5
• Cease and Desist Orders:	1
• Consent Orders:	6*
• Pending:	14

* Includes 3 consent orders issued from complaints filed in FY 01/02.

BOARD OF SPEECH-LANGUAGE PATHOLOGY AND AUDIOLOGY

Program Description:

This Board's primary responsibility is to protect the public through the regulation and professionals who practice Speech-Language Pathology or Audiology. The Board investigates complaints and disciplines when necessary.

Prior to LLR, Board was: Private firm – contract management

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4650
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/Speech/

Administrator:	Veronica Reynolds reynoldsv@llr.sc.gov
Assistant Deputy Director:	Ruby Brice McClain
Board established:	1974
SC Code of Laws Section:	40-67, et. seq.
Regulation:	115-20, et. seq.
Board member slots:	5
How appointed:	By the Gov. w/advice and consent of the Senate
Board meetings:	Quarterly

Licensure Information:	
# States & jurisdictions that license same profession:	48 States
Licensure period:	Biennially 4/1-3/31
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Decreasing
Type of exam:	National

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 1,124
Speech-Pathologist	934
Speech-Pathologist – Intern	32
Speech-Pathologist – Assistant	12
Audiologist	144
Audiologist – Intern	2

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	3
Investigations:	3
Dispositions:	
• Pending:	3

BOARD OF VETERINARY EXAMINERS

Program Description:

The Board of Veterinary Examiners aims to protect citizens by ensuring that only qualified and competent veterinary practitioners operate in South Carolina. The Board establishes requirements for practitioners and enforces those requirements. The Board investigates complaints and disciplines when necessary.

Prior to LLR, Board was: private firm – contract management

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 306 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4598
Fax:	(803) 896-4719
Internet Web site:	http://www.llr.state.sc.us/POL/Veterinary/

Administrator:

Alana T. Holmes
holmesa@llr.sc.gov
Ruby Brice McClain

Board established:	1920
SC Code of Laws Section:	40-69, et. seq.
Regulation:	120-10, et. seq.
Board member slots:	8
How appointed:	Election by district & top two candidates submitted to the Governor
Board meetings:	5 Annually

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Biennially 1/1-12/31
Endorsement or Reciprocity accepted:	Neither
Licensee population trend:	Increasing
Type of exam:	National Exam & Bd. exam on SC rules & regs

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 1,211
Veterinarian	1,118
Animal Health Technician	93

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	53
Investigations:	53
Inspections:	12
Dispositions:	
• Dismissed:	20
• Hearings:	3
• Cease and Desist Orders:	1
• Pending:	29

Office Business and Related Services (OBRS)

The following occupational and professional licensing boards are in the Office of Business and Related Services:

- **Board of Accountancy**
- **Athletic Commission**
- **Auctioneers Commission**
- **Board of Barber Examiners**
- **Cemetery and Perpetual Care Board**
- **Board of Cosmetology**
- **Board of Dentistry**
- **Board of Registration for Foresters**
- **Board of Funeral Service**
- **Board of Registration for Geologists**
- **Long Term Health Care Administrators Board**
- **Massage and Bodywork Panel**
- **Board of Pharmacy**
- **Pilotage Commission**

BOARD OF ACCOUNTANCY

Program Description:

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

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 104 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4770
Fax:	(803) 896-4554
Internet Web site:	http://www.llr.state.sc.us/POL/Accountancy/

Administrator: Doris E. Cubitt, CPA

cubittd@llr.sc.gov

Assistant Deputy Director: Randall Bryant

Board established:	1915
SC Code of Laws Section:	40-2, et. seq.
Regulation:	1-10, et. seq.
Board member slots:	9
How appointed:	By the Governor from recommendations by professional association.
Board meetings:	9 annually

Licensure Information:

# States & jurisdictions that license same profession:	50 States & Guam, PR, VI, DC
Licensure period:	Annually 6/30
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	CPAs – Increasing PAs – Decreasing APs - Decreasing
Type of exam:	National Exam Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 5,281
Certified Public Accountants (CPA)	5,083
Public Accountants (PA)	34
Accounting Practitioners (AP)	164

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	32
Investigations:	32
Dispositions:	
• Dismissed:	6
• Hearings:	5
• Consent Orders:	1
• Pending:	16

ATHLETIC COMMISSION

Program Description:

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

Prior to LLR, Commission was: private firm

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4571
Fax:	(803) 896-4554
Internet Web site:	http://www.llr.state.sc.us/POL/Athletic/

Assistant Deputy Director and Administrator:

Randall Bryant

bryantr@llr.sc.gov

Board established:	1984
SC Code of Laws Section:	40-81, et. seq.
Regulation:	20-10, et. seq.
Board member slots:	8
How appointed:	By the Governor w/ advice and consent of the Senate
Board meetings:	2 Annually

Licensure Information:

# States & jurisdictions that license same profession:	42
Licensure period:	Annually 1/1
Endorsement or Reciprocity accepted:	Neither
Licensee population trend:	Increasing
Type of exam:	Medical exam

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 257
Announcer	2
Boxer	71
Judge	9
Kick Boxer	3
Manager	4
Promoter	17
Referee	4
Second	45
Timekeeper	5
Trainer	2
Wrestler	95
Permit Category	# of Permits: 129
Boxing	14
Kickboxing	3
Wrestling	112

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	3
Investigations:	3
Dispositions:	
• Consent Orders:	1
• Pending:	2

AUCTIONEERS COMMISSION

Program Description:

The Commission is responsible for the administration and enforcement of the Auctioneers' Law, which establishes specific standards of conduct for practitioners to protect the public. Auctioneers, apprentice auctioneers and auction firms are licensed and regulated.

Prior to LLR, Commission was: Independent

Mailing Address:	110 Centerview Drive, Kingtree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4853
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/Auctioneers/

Administrator:

Lenora Addison-Miles

addisonl@llr.sc.gov

Assistant Deputy Director:

Randall Bryant

Board established:

1977

SC Code of Laws Section:

40-6, et. seq.

Regulation:

14-10, et. seq.

Board member slots:

5

How appointed:

By the Governor

Board meetings:

Quarterly

Licensure Information:

States & jurisdictions that license same profession:

17

Licensure period:

Annually

6/30

Endorsement or Reciprocity accepted:

Reciprocity

Licensee population trend:

Increasing

Type of exam:

Board admin.

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:

of Licensees: 1,255

Auctioneers

1,086

Auction firms

166

Apprentice Auctioneers

3

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:

9

Investigations:

9

Dispositions:

- Dismissed:

7

- Consent Orders:

5

- Pending:

2

BOARD OF BARBER EXAMINERS

Program Description:

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

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4491
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/Barber/

Administrator:

Eddie L. Jones
jonese@llr.sc.gov

Assistant Deputy Director:

Randall Bryant

Board established:	1937
SC Code of Laws Section:	40-7, et. seq.
Regulation:	17-10, et. seq.
Board member slots:	6
How appointed:	By the Governor
Board meetings:	Bi-monthly

Licensure Information:

# States & jurisdictions that license same profession:	44
Licensure period:	Biennially 6/30
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Increasing
Type of exam:	Written – privatized Written Practical and Instructor -- privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 6,488
Registered Barbers	1,950
Apprentice Barbers	25
Master Hair Care Specialist	2,056
Shampoo Assistant	3
Manicurist	20
Barber Shop License	1,499
Barber School License	17
Instructor License	438
Student Permit	279
On-the-job training Permit	201

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	39
Investigations:	39
Inspections:	1,194
Dispositions:	
• Dismissed:	5
• Hearings:	5
• Consent Orders:	13
• Pending:	16

S.C. PERPETUAL CARE CEMETARY BOARD

Program Description:

Perpetual Care Cemeteries are regulated to insure that the trust funds held for the cemetery are administered with sound business practices to ensure that funds are available in perpetuity for the care and maintenance of the cemetery.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingtree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4677
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/Cemetery/

Administrator:

Dwight G. Hayes

hayesd@llr.sc.gov

Assistant Deputy Director:

Randall Bryant

Board established:

Re-established in 2003

SC Code of Laws Section:

40-8, et. seq.

Regulation:

None

Board member slots:

7

How appointed:

By the Gov. from nominees from the state cemetery associations
and 3 public members

Board meetings:

Quarterly

Licensure Information:

States & jurisdictions that license same profession:

40 States

Licensure period:

Annually

1/1

Endorsement or Reciprocity accepted:

None

Licensee population trend:

N/A

Type of exam:

None

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:

of Licensees: 0

Initial licensing in process

Approx. 140 expected

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:

N/A

Statute only requires that the Board monitor consumer complaints received by licensees to insure that they are resolved.

Investigations:

N/A

Dispositions:

N/A

BOARD OF COSMETOLOGY

Program Description:

The Board licenses and regulates cosmetologists, cosmetology instructors, cosmetology schools, salons, booth renters, nail technicians, estheticians, and manicurists. The Board investigates complaints and disciplines when appropriate.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4568
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/Cosmetology/

Administrator:

Eddie L. Jones

jonese@llr.sc.gov

Assistant Deputy Director:

Randall Bryant

Board established:	1934
SC Code of Laws Section:	40-13, et. seq.
Regulation:	35-10, et. seq.
Board member slots:	7
How appointed:	By the Gov.
Board meetings:	Bi-monthly

Licensure Information:

# States & jurisdictions that license same profession:	44
Licensure period:	Annually
	Practitioners – 3/10
	Salons – 6/30
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Increasing
Type of exam:	Written & Practical
	Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 34,375
Registered Cosmetologist	19,250
Instructor	423
Esthetician	929
Nail Technician	3,138
Booth Renter	4,066
Cosmetology School	71
Cosmetology Instructor	423
Esthetician Instructor	10
Nail Technician Instructor	15
Salon	6,050

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	182
Investigations:	182
Inspections:	6,449
Dispositions:	
• Dismissed:	69
• Hearings:	2
• Consent Orders:	68
• Pending:	43

BOARD OF DENTISTRY

Program Description:

The Board oversees examinations, licensing certification, annual re-registration and regulation of dentists, dental hygienists, dental laboratory technicians and ortho technicians in South Carolina. The Board investigates complaints, conduct disciplinary hearings, and maintain data for the public, state & federal agencies.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4599
Fax:	(803) 896-4596
Internet Web site:	http://www.llr.state.sc.us/POL/Dentistry/

Administrator:

H. Rion Alvey
alveyh@llr.sc.gov

Assistant Deputy Director:

Randall Bryant

Board established:	1875
SC Code of Laws Section:	40-15, et. seq.
Regulation:	39-10, et. seq.
Board member slots:	9
How appointed:	6 dentists are elected & recommended to the Governor 1 dentist is appointed by the Governor 1 dental hygienist is elected & recommended to the Governor 1 layperson is appointed by the Governor
Board meetings:	4-5 Annually

Licensure Information:

# States & jurisdictions that license same profession:	50 states & PR, DC and VI
Licensure period:	Annually 1/1-12/31
Endorsement or Reciprocity accepted:	Neither
Licensee population trend:	Increasing
Type of exam:	Multiple
General Dentistry	Regional exam (SRTA)
Dental Specialty	Annual exam – Bd. admin.
Dental Hygiene	Regional exam (SRTA)
Dental Technician	Bd. admin.
Orthodontic Technician	Bd. admin.

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 4,787
Dentist	1,792
Specialist	446
Dental Hygienist	2,364
Dental Technician	175
Orthodontic Technician	10

BOARD OF DENTISTRY

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	106
Investigations:	106
Dispositions:	
• Dismissed:	79
• Hearings:	4
• Consent Orders:	13
• Cease and Desist Orders:	6
• Pending:	27

BOARD OF REGISTRATION FOR FORESTERS

Program Description:

The Board registers those who are qualified by education and experience to perform professional forestry work for private landowners, wood-using industries, state and federal agencies, and other woodland owners. It receives complaints, conducts investigations, and levies appropriate actions against those who violate the forestry registration laws.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4498
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/Forestry/

Administrator:	Lenora Addison-Miles addisonl@llr.sc.gov
Assistant Deputy Director:	Randall Bryant
Board established:	1961
SC Code of Laws Section:	48-27, et. seq.
Regulation:	53-1, et. seq.
Board member slots:	7
How appointed:	By the Governor
Board meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	15
Licensure period:	Annually 6/30
Endorsement or Reciprocity accepted:	Reciprocity
Licensee population trend:	Increasing
Type of exam:	Board admin.

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 852
Registered Forester	852

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	2
Investigations:	2
Dispositions:	
• Dismissed:	2
• Cease and Desist Orders:	1

BOARD OF FUNERAL SERVICE

Program Description:

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 public complaints concerning licensees and the disposition of complaints.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4496
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/Funeral/

Administrator:	Dwight G. Hayes hayesd@llr.sc.gov
Assistant Deputy Director:	Randall Bryant
Board established:	1955
SC Code of Laws Section:	40-19, et. seq.
Regulation:	57-01, et. seq.
Board member slots:	11
How appointed:	By the Governor
Board meetings:	6 Annually

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Annually
	6/30
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Increasing
Type of exam:	National Exam - Bd. admin.

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 1900
Funeral Director	530
Embalmer	12
Funeral Director and Embalmer	850
Funeral Establishments	508

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	29
Investigations:	29
Dispositions:	
• Dismissed:	16
• Consent Orders:	4
• Pending:	9

BOARD OF REGISTRATION FOR GEOLOGISTS

Program Description:

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

Prior to LLR, Board was: Private firm

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4498
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/Geologists/

Administrator:	Lenora Addison-Miles addisonl@llr.sc.gov
Assistant Deputy Director:	Randall Bryant
Board established:	1986
SC Code of Laws Section:	40-77, et. seq.
Regulation:	131-1, et. seq.
Board member slots:	5
How appointed:	By the Governor
Board meetings:	Twice annually

Licensure Information:

# States & jurisdictions that license same profession:	31
Licensure period:	Annually
	6/30
Endorsement or Reciprocity accepted:	Both
Licensee population trend:	Increasing
Type of exam:	Privatized exam

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 582
Professional geologists	582

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	0
Investigations:	0
Dispositions:	0

BOARD OF LONG TERM HEALTH CARE ADMINISTRATORS

Program Description:

To develop and enforce standards for individuals who practice as nursing home administrators and community residential care facility administrators. The Board licenses qualified individuals, oversees continuing education for the profession, offers an administrator-in-training program, investigates complaints and takes disciplinary action when required.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4544
Fax:	(803) 896-4555
Internet Web site:	http://www.llr.state.sc.us/POL/LongTermHealthCare/

Administrator:	Dana Blanton Welborn welbornd@llr.sc.gov
Assistant Deputy Director:	Randall Bryant
Board established:	1971
SC Code of Laws Section:	40-35, et. seq.
Regulation:	93-10, et. seq.
Board member slots:	10
How appointed:	By the Governor
Board meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	50 States
• Nursing Home Administrators	8 States
• Community Residential Care Facility Administrators	Annually
Licensure period:	6/30
Endorsement or Reciprocity accepted:	Reciprocity w/ passing score on Natl. Exam
Licensee population trend:	Static
Type of exam:	Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 1,128
Nursing Home Administrators (NHA)	309
Community Residential Care Facility Administrators (CRCFA)	680
Dual (NHA + CRCFA)	139

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	69
Investigations:	69
Dispositions:	
• Dismissed:	39
• Hearings:	2
• Consent Orders:	12
• Pending:	16

MASSAGE / BODYWORK PANEL

Program Description:

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

Prior to LLR, Panel did not exist: First established in 1997 under LLR as an advisory panel.

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4490
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/MassageTherapy/

Administrator:	Eddie L. Jones jonese@llr.sc.gov
Assistant Deputy Director:	Randall Bryant
Panel established:	1997
SC Code of Laws Section:	40-30, et. seq.
Regulation:	77-100, et. seq.
Board member slots:	5
How appointed:	By the Governor
Board meetings:	At the Call of LLR

Licensure Information:

# States & jurisdictions that license same profession:	17
Licensure period:	Biennially 6/30
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Increasing
Type of exam:	Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 2,000
Massage therapists	2,000

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	4
Investigations:	4
Dispositions:	2
• Consent Orders:	2
• Pending:	2

BOARD OF PHARMACY

Program Description:

The Board protects the health and safety of the public by: Enforcing laws and regulations governing pharmacies; Performing routine biennial inspections of drug outlets and pharmacies; Issuing licenses to pharmacists, permits to drug outlets and pharmacies, registrations to technicians and certifications of pharmacy technicians and pharmacy interns, administering the reciprocity process to qualified pharmacists from other states; Receiving and investigating complaints; Conducting administrative hearings against pharmacists, permit holders, technicians and interns; Developing laws and regulations necessary in the regulation of the pharmacy profession.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingtree Bldg. P.O. Box 11927 Columbia, South Carolina 29211-1927
Telephone:	(803) 896-4700
Fax:	(803) 896-4596
Internet Web site:	http://www.llr.state.sc.us/POL/Pharmacy/

Administrator:	Lee Ann F. Bundrick, R.Ph bundricl@llr.sc.gov
Assistant Deputy Director:	Randall Bryant
Board established:	1876
SC Code of Laws Section:	40-43, et. seq.
Regulation:	99-15, et. seq.
Board member slots:	8
How appointed:	6 elected by congressional districts & appointed by the Governor 2 appointed by the Governor
Board meetings:	5 Annually

Licensure Information:

# States & jurisdictions that license same profession:	50 states
Licensure period:	Annually
• Pharmacists: 5/1-4/30	April & June
• Permits: 7/1- 6/30	
• Technician Registration: 7/1-6/30	
Endorsement or Reciprocity accepted:	Reciprocity
Licensee population trend:	Increasing
Type of exam:	Privatized NAPLEX, MPJE & PTCB

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 13,208
Pharmacist	5,221
Technician	5,230
Facilities	2,757

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	173
Investigations:	173
Inspections:	711
Dispositions:	
• Dismissed:	65
• Hearings:	6
• Consent Orders:	39
• Pending:	63

PILOTAGE COMMISSION

Program Description:

No licenses are issued through LLR. The Commission licenses qualified harbor pilots for the Ports of Charleston, Port Royal, Georgetown and/or Little River. The Commission majority must individually approve all applicants before the Commission places them into the apprenticeship program for training and qualification for licensure. The Commission investigates complaints against licensees and takes appropriate action when necessary.

Prior to LLR, Board/Commission was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 104 P.O. Box 11329 Columbia, South Carolina 29211-11329
Telephone:	(803) 896-4415
Fax:	(803) 896-4484
Internet Web site:	http://www.llr.state.sc.us/POL/Pilotage/

Assistant Deputy Director and Administrator:

Randall L. Bryant
bryantr@llr.sc.gov

Board established:	1872
SC Code of Laws Section:	54-15, et. seq.
Regulation:	136-01, et. seq.
Board member slots:	17
How appointed:	By the Governor
Board meetings:	Monthly

Licensure Information:

# States & jurisdictions that license same profession:	26
Licensure period:	N/A
Endorsement or Reciprocity accepted:	Neither
Licensee population trend:	N/A
Type of exam:	Apprenticeship

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 23
Pilots	23

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	0
Investigations:	0
Dispositions:	0

Office of Property, Environmental, Design and Construction Services (OPEDACS)

The following occupational and professional licensing boards are in the Office of Property, Environmental, Design and Construction Services:

- **Board of Architectural Examiners**
- **Building Code Council**
- **Contractors' Licensing Board**
- **Engineers and Land Surveyors Board**
- **Environmental Certification Board**
- **Manufactured Housing Board**
- **Board of Pyrotechnic Safety**
- **Real Estate Appraisers Board**
- **Real Estate Commission**
- **Residential Builders Commission**

BOARD OF ARCHITECTURAL EXAMINERS

Program Description:

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

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg. P.O. Box 11419 Columbia, South Carolina 29211-1419
Telephone:	(803) 896-4408
Fax:	(803) 896-4410
Internet Web site:	http://www.llr.state.sc.us/POL/Architects/

Administrator:

Jan B. Simpson
simpsonj@llr.sc.gov

Assistant Deputy Director:

Robert Selman

Board established:	1917
SC Code of Laws Section:	40-3, et. seq.
Regulation:	11-1, et. seq.
Board member slots:	6
How appointed:	By the Governor
Board meetings:	5 Annually

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Annually
	Individual: 7/1-6/30
	Firms: 1/1-12/31
Endorsement or Reciprocity accepted:	Reciprocity
Licensee population trend:	Decreasing
Type of exam:	9-part National test administered by NCARB

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 4,023
Individuals	2,940
Emeritus	62
Firms	1,021

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	49
Investigations:	54*
Dispositions:	
• Dismissed:	27
• Consent Orders:	2
• Cease and Desist Orders:	4
• Pending:	21

* 5 Complaints carried over from FY 01/02 were investigated in FY 02/03

BUILDING CODES COUNCIL

Program Description:

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

Prior to LLR, Board was: All programs were agencies within the Division of General Services, under the Budget and Control Board

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 102 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4688
Fax:	(803) 896-4814
Internet Web site:	http://www.llr.state.sc.us/POL/BCC-Council/

Administrator:

Gary F. Wiggins
wigginsg@llr.sc.gov

Assistant Deputy Director:

Robert Selman

Council established:

- 1972 – Building Codes Program
- 1974 – Accessibility Program
- 1984 – Modular Buildings Program
- 1997 – Code Enforcement Officers Program

SC Code of Laws Section:

- 6-8, et. seq.** (Bldg. Code Enforcement Officers)
- 6-9, et. seq.** (Building Codes)
- 10-5, et. seq.** (Const. & Renov. of Pub. Bldgs)
- 23-43, et. seq.** (Modular Bldgs. Const. Act)

Regulation:

- 8-105, et. seq.** (BBC Regis., Fees & Disciplinary Procedures)
- 8-210, et. seq.** (BCC Administration)
- 19-400, et. seq.** (Barrier Free Design Standard)
- 19-460, et. seq.** (Modular Bldg. Const. Act)

Board member slots:

Code Enforcement Officers Registration Program and the Modular Building Program are represented by the same **16 members**

How appointed:

Code Enforcement Officers Registration Program and the Modular Building Program are **appointed by the Governor**

Board meetings:

Code Enforcement Officers Registration Program and the Modular Building Program are meet **quarterly and at the call of the Chair**

BUILDING CODES COUNCIL

Licensure Information:

# States & jurisdictions that license Building Codes Enforcement:	26
# States & jurisdictions that license Modular Housing:	36

Licensure period for Code Enforcement Officers Registration Program and the Modular Building Program	Biennially 7/1-6/30
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Endorsement or Reciprocity accepted for Code Enforcement Officers Registration Program and the Modular Building Program	Neither
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Licensee population trend

Code Enforcement Officers Registration:	Static
Modular Buildings Program:	Increasing

Type of exam for Building Codes Enforcement <i>(No exam required for Modular Housing)</i>	Any nationally recognized code enforcmnt. officer certification
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STATISTICAL INFORMATION FY 2002-2003

BUILDING CODES COUNCIL- Code Enforcement Officers Registration

Licensee Category	# of Licensees: 558
Building Official	90
General Combination Inspector	135
Residential Combination Inspector	76
Specialty Inspector	108
Limited	79
Provisional	70

BUILDING CODES COUNCIL – Modular Buildings Program

Licensee Category	# of Licensees: 350
Modular Building Manufacturer	118
Modular Building Manufacturer's Representative	232

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

BUILDING CODES COUNCIL- Code Enforcement Officers Registration

Complaints Received:	10
Investigations:	6

Dispositions:

• Dismissed:	3
• Hearings:	1
• Consent Orders:	3
• Cease and Desist Orders:	2
• Pending:	1

BUILDING CODES COUNCIL – Modular Buildings Program

Complaints Received:	25
Investigations:	25

Dispositions:

• Hearings:	1
• Consent Orders:	1
• Resolved by correction	23

BOARD OF CONTRACTORS

Program Description:

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

Prior to LLR, Board was: Independent agency

Mailing Address:	110 Centerview Drive, Kingstree Bldg. Compliance Suite 102 / Licensing Suite 201 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4686
Fax:	Compliance (803) 896-4364 / Licensing (803) 896-4701
Internet Web site:	http://www.llr.state.sc.us/POL/Contractors

Administrator:	Ronald E. Galloway gallowayr@llr.sc.gov
Assistant Deputy Director:	Robert Selman
Board established:	1936
SC Code of Laws Section:	40-11 et. seq. (Gen. and mech. contractors) 40-79 et. seq. (Burglar and fire alarm contractors) 23-45 et. seq. (Fire sprinkler system contractors)
Regulation:	29-1 thru 10 et. seq. (Gen. and mech. contractors) 29-50 thru 60 (Burglar and fire alarm contractors) 29-70 thru 110 (Fire sprinkler system contractors)
Board member slots:	8
How appointed:	By the Governor
Board meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	
Mechanical & General Contractors	Biennially 11/-10/31
Fire Sprinkler Contractors	Annually 8/1-7/31
Burglar and Fire Alarm Contractors	24 months after issue
Endorsement or Reciprocity accepted:	
GA, NC, AL, TX (Limited number of classifications)	Reciprocity
Licensee population trend:	Increasing
Type of exam:	Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 13,441
General	7,579
Mechanical	5,038
Burglar alarm	515
Fire alarm	160
Fire sprinkler	149

BOARD OF CONTRACTORS

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	195
Violations:	224
Investigations:	419
Dispositions:	
• Dismissed:	328
• Hearings:	13
• Consent Orders:	50
• Cease and Desist Orders:	224
• Pending:	91
• Other:*	80
<i>*Citations issued</i>	

BOARD OF ENGINEERS & LAND SURVEYORS

Program Description:

The Board administers laws and regulations governing the practice of engineering and land surveying in the state. The Board's primary goals are to ensure that only properly qualified and competent engineers and land surveyors are licensed to practice; 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 land surveying.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 201 P.O. Box 11597 Columbia, South Carolina 29211-1597
Telephone:	(803) 896-4422
Fax:	(803) 896-4427
Internet Web site:	http://www.llr.state.sc.us/POL/Engineers/

Administrator:	Jay Pitts
Assistant Deputy Director:	Robert Selman
Board established:	1922
SC Code of Laws Section:	40-22, et. seq.
Regulation:	49, et. seq.
Board member slots:	8
How appointed:	By the Governor
Board meetings:	5 Annually

Licensure Information:

# States & jurisdictions that license same profession:	50 States & 5 Jurisdictions
Licensure period:	Biennially June
Endorsement or Reciprocity accepted:	Reciprocity
Licensee population trend:	Increasing
Type of exam:	S.C. Exam

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 13,139
Professional Engineers (Category A)	12,035
Associate Professional Engineers (Category B)	22
Tier A Land Surveyors	853
Tier B Land Surveyors	37
Dual license – Engineer & Land Surveyor	192

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	187*
Investigations:	187
Dispositions:	
• Consent Orders:	27
• Cease and Desist Orders:	2
• Other:**	121
• Pending:	37

* 48 complaints carried over from FY02

** Includes revocations, suspensions, public reprimands, informal letters of caution/warning, and fines.

BOARD OF ENVIRONMENTAL CERTIFICATION

Program Description:

The purpose of the Board is to license qualified individuals to protect the environment for the citizens of South Carolina. These licensees include operators of water treatment plants, distribution systems, wastewater treatment plants, pools and spas, and well drillers. If necessary, the Board will discipline individuals who do not comply with requirements.

Prior to LLR, Board was: Independent

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 201 P.O. Box 11409 Columbia, South Carolina 29211-1409
Telephone:	(803) 896-4430
Fax:	(803) 896-4424
Internet Web site:	http://www.llr.state.sc.us/POL/Environmental/

Administrator:

Dona Caldwell

caldweld@llr.sc.gov

Assistant Deputy Director:

Robert Selman

Board established:	1966
SC Code of Laws Section:	40-23, et. seq.
Regulation:	51-1, et. seq.
Board member slots:	9
How appointed:	By the Governor
Board meetings:	6 Annually

Licensure Information:

# States & jurisdictions that license same profession:	
Water Treatment, water distrib. & bio. wastewater operators	50 States
Well Drillers	50 States
Phys/chem wastewater, bottled water, & CPO/spa operators	Unknown
Licensure period:	Annually
	June
Endorsement or Reciprocity accepted:	Reciprocity
Licensee population trend:	Static
Type of exam:	Bd. admin.

STATISTICAL INFORMATION FY 2002-2003

Licensee Category	# of Licensees: 13,065
Biological wastewater operators	2,962
Physical/chemical operators	2,222
Water treatment operators	2,174
Water distribution operators	1,759
CPO/spa operators	3,130
Well drillers	818
Bottled water operators (NEW PROGRAM)	0

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	85
Investigations:	85
Dispositions:	
• Dismissed:	12
• Hearings:	5
• Consent Orders:	2
• Cease and Desist Orders	14
• Pending:	52

BOARD OF MANUFACTURED HOUSING

Program Description:

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

Prior to LLR, Board was: and agency within the Division of General Services, under the Budget and Control Board.

Mailing Address:	110 Centerview Drive, Kingtree Bldg., Suite 102 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4682
Fax:	(803) 896-2891
Internet Web site:	http://www.llr.state.sc.us/POL/ManufacturedHousing/

Administrator:

David Bennett

bennettd@llr.sc.gov

Assistant Deputy Director:

Robert Selman

Board established:

1976

SC Code of Laws Section:

40-29, et. seq.

Regulation:

19-425, et. seq.

Board member slots:

10

How appointed:

By the Governor

Board meetings:

Bi-monthly

Licensure Information:

States & jurisdictions that license same profession:

23

Licensure period:

Biennially

7/1-6/30

Endorsement or Reciprocity accepted:

Neither

Licensee population trend:

Decreasing

Type of exam:

Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 2,086
Manufacturers	77
Retail Dealers	451
Salespeople	475
Multi-lot Salespeople	652
Contractors	352
Installers	59
Repairers	20

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	535
Inspections:	468
Investigations:	67
Dispositions:	
• Dismissed:	74
• Hearings:	37
• Consent Orders:	22
• Resolved by correction	388
• Pending:	67

BOARD OF PYROTECHNIC SAFETY

Program Description:

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

Prior to LLR, Board was: Under the Budget and Control Board

Mailing Address:	110 Centerview Drive, Kingtree Bldg., Suite 201 P.O. Box 11847 Columbia, South Carolina 29211-1847
Telephone:	(803) 896-4400
Fax:	(803) 896-4404
Internet Web site:	http://www.llr.state.sc.us/POL/Pyrotechnic/

Administrator:

Edwin Farnell

Farnelle@llr.sc.gov

Assistant Deputy Director:

Robert Selman

Board established:

1979

SC Code of Laws Section:

40-56, et. seq.

23-45, et. seq.

19-405, et. seq.

Regulation:

Board member slots:

6

How appointed:

By the Governor

Board meetings:

Semi-annually

Licensure Information:

States & jurisdictions that license same profession:

Unknown

Licensure period:

Annually

7/15

Endorsement or Reciprocity accepted:

Neither

Licensee population trend:

Increasing

Type of exam:

None

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 884
Wholesalers	31
Jobbers	7
Storage Facilities	3
Retailers	843

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	17
Investigations:	13*
Inspections:	437
Dispositions:	0

The Board does not have disciplinary powers. Violations are handled by corrective action or prosecution in Magistrates or General Sessions Court.

* 4 cases carried over to FY 03/04

REAL ESTATE APPRAISERS BOARD

Program Description:

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

Prior to LLR, Board was: Independent agency

Mailing Address:	110 Centerview Drive, Kingtree Bldg., Suite 201 P.O. Box 11847 Columbia, South Carolina 29211-1847
Telephone:	(803) 896-4400
Fax:	(803) 896-4404
Internet Web site:	http://www.llr.state.sc.us/POL/RealEstateAppraisers/

**Assistant Deputy Director
and Administrator:
Education Manager:**

Robert L. Selman

William B. Tiller
tillerb@llr.sc.gov

Board established:	1991
SC Code of Laws Section:	40-60, et. seq.
Regulation:	137, et. seq.
Board member slots:	7
How appointed:	By the Governor
Board meetings:	Quarterly

Licensure Information:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Annually June
Endorsement or Reciprocity accepted:	Endorsement
Licensee population trend:	Increasing
Type of exam:	Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category	# of Licensees: 2,656	
	Active	Inactive
Apprentice	774	31
Licensed	448	34
Licensed (Mass)	44	1
Certified Residential	642	27
Certified Residential (Mass)	13	1
Certified General	605	26
Certified General (Mass)	10	0
TOTALS	2,536	120

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	103
Investigations:	124*
Dispositions:	
• Dismissed: <i>(Dispositions do not match to 3 complaints)</i>	104
• Consent Orders:	20

* 21 cases carried over from 01/02

REAL ESTATE COMMISSION

Program Description:

As a regulatory office, the Commission establishes qualifications for licensure to practice real estate, ensures licensee compliance, disciplines licensees for violations of the law, and recommends legislation, which protects the public without stifling innovation and growth within the real estate industry.

Prior to LLR, Commission was: Independent agency

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 201 P.O. Box 11847 Columbia, South Carolina 29211-1847
Telephone:	(803) 896-4400
Fax:	(803) 896-4404
Internet Web site:	http://www.llr.state.sc.us/POL/RealEstateCommission/

**Assistant Deputy Director
and Administrator:
Customer Services
Coordinator and Licensing
Manager:**

Robert L. Selman

Robbie Boland
bolandr@llr.sc.gov

Commission established:	1956
SC Code of Laws Section:	40-57, et. seq.
Regulation:	105, et. seq.
Board member slots:	9
How appointed:	House & Senate members elect one person from each congressional district; the Governor appoints Two public members; the Commission elects One at-large member.
Board meetings:	Monthly

LICENSURE INFORMATION:

# States & jurisdictions that license same profession:	50 States
Licensure period:	Biennially
<i>(The Commission renews half its licensees each year-approx. 15,000)</i>	June
Endorsement or Reciprocity accepted: (GA, NC, KY & WV) Other states must take SC lic. exam	Reciprocity
Licensee population trend:	Static
Type of exam:	Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	# of Licensees: 33,579
Broker	4,149
Broker in charge	6,072
Inactive broker	2,038
Inactive property manager	483
Inactive salesman	3,997
Inactive timeshare	313
Property manager in charge	666
Property manager	910
Salesman	12,399
Salesman (Provisional)	1,497
Vacation time share salesman	1,055

REAL ESTATE COMMISSION

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	300
Inspections:	332
Dispositions:	
• Dismissed:	234
• Consent Orders:	25
• Cease and Desist Orders:	3
• Pending	38

RESIDENTIAL BUILDERS COMMISSION

Program Description:

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

Prior to LLR, Commission was: Independent agency

Mailing Address:	110 Centerview Drive, Kingstree Bldg., Suite 102 P.O. Box 11329 Columbia, South Carolina 29211-1329
Telephone:	(803) 896-4696
Fax:	(803) 896-4656
Internet Web site:	http://www.llr.state.sc.us/POL/RealEstateCommission/

Administrator:	Charles W. McAlister mcalisterc@llr.sc.gov
Assistant Deputy Director:	Robert Selman
Commission established:	1974
SC Code of Laws Section:	40-59, et. seq.
Regulation:	106, et. seq.
Board member slots:	7
How appointed:	By the Governor
Board meetings:	Monthly

Licensure Information:

# States & jurisdictions that license same profession:	5
Licensure period:	Annually 7/1-6/30
Endorsement or Reciprocity accepted: (UT, AL & NC)	Reciprocity
Licensee population trend:	Increasing
Type of exam:	Privatized

STATISTICAL INFORMATION FY 2002-2003

Licensee Category:	Total Number of Licensees: 22,650
Residential builders	8,900
Specialty Contractors	12,600
Home Inspectors	850
HVAC	300

COMPLAINT / INVESTIGATION INFORMATION

(During July 1, 2002 – June 30, 2003)

Complaints Received:	838
Investigations:	838
Dispositions:	
• Dismissed:	468*
• Hearings:	61
• Consent Orders:	17
• Pending:	292*

* *Dismissed complaints are complaints that are satisfied without Commission action.*

DIVISION OF FIRE AND LIFE SAFETY

141 Monticello Trail
Columbia, South Carolina 29203
(803) 896-9800

Program Description:

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 the State Fire Marshal and the S. C. Fire Academy comprise the division.

The Office of the State Fire Marshal also has licensing and permitting responsibilities for all LP Gas dealers, installers and resellers; public firework displays; proximate audience fireworks displays; explosives storage, use manufacture, and sale; and fire equipment dealers statewide.

The State Fire Academy provides training to the fire service – paid, volunteer and industrial. The academy also provides training for police, emergency medical services personnel and other emergency response personnel. The academy is South Carolina’s franchisee of the National Fire Academy.

Under the State’s Emergency Operations Plan, the Fire and Life Safety Division is coordinator for Emergency Support Function (ESF) 9 – Search and Rescue and co-coordinator for ESF 4 – Structural Firefighting. When the Emergency Operations Center is activated, the Division provides personnel to coordinate fire service assets in accordance with the Firefighter Mobilization Plan.

STATISTICAL INFORMATION FY 2002-2003

South Carolina fire-related information

Firefighters	18,000
Fire departments	750
Fire fatalities	92
Firefighter fatalities	0

Office of the State Fire Marshal

141 Monticello Trail
Columbia, South Carolina 29203
(803) 896-9800

Program Description:

The Office of State Fire Marshal has regulatory responsibility to ensure compliance with state fire safety regulations. This is accomplished through inspection activities by deputy state fire marshals in the field, code consultation and plans review services provided by the Engineering Services Section. The Office of the State Fire Marshal also has licensing and permitting responsibilities for all LP Gas dealers, installers and resellers; public firework displays; proximate audience fireworks displays; explosives storage, use manufacture, and sale; and fire equipment dealers statewide. The Public Fire Safety Education Section manages fire prevention activities aimed at reducing the state's fire death rate. Activities include the distribution of smoke alarms, programs in the schools to educate youth and the dissemination of timely fire safety information to the public.

State Fire Marshal	Bert Polk	8/14/00- 6/16/03
Program Manager I and Acting State Fire Marshal	Bill Galloway	As of 6/17/03

FY2002 –2003 Statistical Information

Office of the State Fire Marshal	FY00	FY01	FY02	FY03
Inspections per Deputy State Fire Marshal	814	1,237	1,328	1,348
Inspections completed by Deputy State Fire Marshals	12,218	15,955	18,605	20,228
Students receiving Fire Marshal Certification	124	119	132	100
Building plans reviewed by the Office of State Fire Marshal	503	539	605	1,674

Office of the State Fire Marshal

Program:	Fire Incident Reporting
<p>Program Description: State law requires the office to collect and analyze data on fire incidents. This is done through the National Fire Incident Reporting System (NFIRS) created for fire departments in South Carolina. When a fire death occurs in South Carolina, a fire fatality form is completed and returned to the Office of the State Fire Marshal. These statistics are analyzed by county, cause of death, presence of a smoke alarm, age, and structure of building. South Carolina now ranks 32nd in the nation for fire deaths, the state's lowest ranking ever.</p>	
Administrator	Sondra Senn

Program:	Licensing	
<p>Program Description: The Office of the State Fire Marshal has licensing and permitting responsibilities for all LP Gas dealers, installers and resellers; public firework displays; proximate audience fireworks displays; explosives storage, use manufacture, and sale; and fire equipment dealers statewide.</p>		
State Fire Marshal	Bert Polk	8/14/00- 6/16/03
Program Manager I and Acting State Fire Marshal	Bill Galloway	As of 6/17/03
# of Tests:		365
# of Licenses:		839
# of Permits:		4,715

FY 2002-2003 Statistical Information

BLASTING TESTING & LICENSURE INFORMATION:

Blasters Tested	20
Blasters' Dealers License	8
Blasters (Individual) License	159
Blasting Permits	367
Magazine Permits	211

FY 2002-2003 Licensing Statistical Information (cont.)

LP GAS TESTING & LICENSURE INFORMATION:

LP Gas Test	114
LP Gas License	548
LP Gas Permits (Individual)	3,590

FIRE EQUIPMENT TESTING & LICENSURE INFORMATION:

Fire Equipment Test	152
Fire Equipment License	124
Fire Equipment Permits (Individual)	366

FIREWORKS (PYRO) TESTING & LICENSURE INFORMATION:

Shooters Tested	79
Class B Permits	146
Proximate Audience Permits	35

Office of the State Fire Marshal

Program:	Field Services	
<p>Program Description: The Field Services section continues to be one of the primary functions of the office. Deputies conducted 20,228 life safety inspections in 2003, a 9% increase from 2001, and a 62% increase from 1996. This occurred with four fewer deputy positions due in large part to better training programs for staff and the creation of inspection checklists to create a consistent inspection statewide. School inspections continued to be a priority in 2002, as the office strives to inspect every public school at least every two years. The division contracts with DSS and the Department of Disabilities and Special Needs to inspect group homes and facilities that house mentally disabled persons.</p> <p>In an effort to streamline the inspection process, including record storage and billing, computers were purchased for each deputy. Each deputy then received training to improve his/her computer skills and to learn the different programs they will be using. The last phase of this process will be to purchase computer software and personal data assistants to complete the computerization of field inspection process.</p>		
<p>State Fire Marshal Program Manager I and Acting State Fire Marshal</p>	<p align="center">Bert Polk Bill Galloway</p>	<p align="center">8/14/00- 6/16/03 As of 6/17/03</p>

FY 2002-2003 Field Services Statistical Information

TYPE OF INSPECTION:	# Of Inspections
Assembly	21
College	81
Office	77
Day care facilities	2,057
Schools	3,137
Factory/Industrial	23
State Prisons	926
Local Detentions	196
Mercantile	5
Foster Homes	4,766
Group Homes	538
Community Training Homes/Supervised Living Programs	1,232
State Owned Buildings	501
LP Gas	726
Fire Equipment	30
Fire Protection Systems	570
Fireworks	32
Explosives	234
Re-inspections	4,104
Fire Deaths	38
Alternate Methods Plans Review	934
Total # of Inspections:	20,228

Office of the State Fire Marshal

Program:	Engineering Services	
Program Description:		
<p>The engineering section is responsible for providing technical assistance to design professionals, other state agencies, local building officials, local fire inspectors, contractors and builders. Additionally, they are responsible for reviewing building construction plans for facilities that the fire marshal has responsibility for such as dorm facilities; places of assembly; prisons and jails. The engineering is also responsible for all sprinkler plan reviews for the entire state, plan reviews for aboveground storage of flammable and combustible liquids at service stations and all propane plant installations. Finally, the engineering section performs plan reviews of other facilities when requested by the local building or fire officials.</p>		
State Fire Marshal Program Manager I and Acting State Fire Marshal	Bert Polk Bill Galloway	8/14/00- 6/16/03 As of 6/17/03

FY 2002-2003 Statistical Information

TYPE OF PLAN REVIEWS:	# of Plan Reviews
Building	1,674
Alarm	88
Above Ground Storage	77
FM200 Systems	7
Propane System	55
Sprinkler – Above Ground	1,927
Sprinkler – Underground	382
Total # of Plan Reviews:	4,210

Office of the State Fire Marshal

Program:	Public Fire Safety Education
<p>Program Description: The Office of the State Fire Marshal is responsible for several programs to educate the public on fire safety. One is the “Get Alarmed, South Carolina” program, the main goal of which is to lower fire deaths by education and to provide smoke alarms to high risk citizens – the elderly, economically depressed and handicapped. Smoke alarms are provided through donations. “Freddie the Fire Cat” is a comprehensive fire safety educational curriculum for students in kindergarten through fifth grade. To date, more than 285,000 students have received this program. Other programs are given throughout the year to groups such as DDSN, Carolina Health Care, SC State Firemen’s Association, SC Fire Inspectors’ Association and DHEC. Monthly press releases are generated on fire education issues and we also coordinate the statewide Fire Prevention Week campaign. LLR is currently looking at revamping these programs using information from the Fire Incident Reporting to improve effectiveness.</p>	
Administrator	Sondra Senn

FY 2002-2003 Statistical Information

“Freddie” Program Testing

Grade	FY00	FY01	FY02	FY03
Kindergarten	23%	8%	26%	23%
1 st Grade	3%	8%	22%	5%
2 nd Grade	39%	44%	34%	29%
3 rd Grade	32%	16%	23%	12%
4 th Grade	56%	97%	99%	38%
5 th Grade	*37%	51%	95%	45%

Each grade curriculum contains six lesson plans with a video highlighting each lesson. Pre-and Post Tests, along with teacher evaluations are also a part of the curriculum administration. The above percentages are the rate of improved test scores after the delivery of the “Freddie” fire education program.

South Carolina Fire Academy

141 Monticello Trail
Columbia, South Carolina 29203
(803) 896-9850

Program Description:

The Fire Academy's mission is to provide statewide training for fire service personnel: paid, volunteer, airport air crash rescue firefighters, industrial brigade and other emergency response personnel. This training includes the skills necessary to provide basic incident command and control for emergency operations involving fire, rescue and hazardous materials, including weapons of mass destruction incidents. We also provide basic and advanced training for firefighters, fire officers, instructors and fire department support functions which include public fire education, fire prevention, inspections and fire investigations. Classes are conducted seven days per week both day and night and also on may state holidays to meet customer demand. Fire and emergency service training requires a combination of classroom instruction and hands on skill training using special tools and equipment. It also requires several instructors per course to ensure safety of students and instructors and to evaluate students for required skill competency. Live fire training is dangerous and safety is our number one goal with all courses.

The academy has been operating since July 1995 on a 208-acre site located four miles north of Columbia on Monticello Road. The site has ten buildings with over 100,000 square feet of heated and cooled floor space. This includes the Fire Marshal's office; an administration building; five classrooms; an auditorium that seats 200; a dormitory that sleeps 116; cafeteria; five story drill tower with smoke maze; six-bay fire station with living quarters; an instructor building; student processing center; maintenance building and shop; a Class A burning building and a computer controlled LP gas fire burn building; ten flammable liquid and gas live-fire training props; two computer-controlled 737 aircraft burn training props constructed with an FAA grant; and a confined space rescue, hazardous materials and USAR heavy rescue training area props.

The Fire Academy has three separate program areas: Regional Training, Resident Training and Curriculum, which include instructor certification, IFSAC certification and an accreditation program. South Carolina has approximately 750 fire departments with about 18,000 paid and volunteer firefighters. In FY2003, the Fire Academy trained 17,185 public fire service and emergency personnel and 1,628 industrial fire brigade members for a total of 18,813 students in 1,421 programs with 415,738 student contact hours.

The Fire Academy underwrites all municipal programs except programs conducted with federal grant funding. Fire departments pay a fee for each student except for the instructor training workshops and updates. These are provide free of charge to ensure instructors have up-to-date knowledge and technical skills. Training is provided to industry, military, police, emergency medical services and emergency service organizations at a higher, but still reasonable fee.

Administrator	Ed Roper
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FY2002 –2003 Statistical Information

Fire Academy	FY00	FY01	FY02	FY03
Total programs delivered	1,317	1,437	1,633	1,421
Total students trained	17,292	18,078	20,998	18,813

South Carolina Fire Academy

Program:	State Emergency Preparedness
Program Description: The Division of Fire and Life Safety has responsibility under the State Emergency Plan for Emergency Support Function (ESF) 4-Structural Fire Fighting and ESF 9-Search and Rescue. Fire Academy staff works with the State Firefighter Mobilization Committee to fulfill this responsibility by participating in many emergency planning meetings, emergency drills, actual real emergency activation of the OSC and developing and updating ESF 4 & 9 Standard Operating Procedures. Grant monies allowed the Fire Marshal to purchase equipment that will be given to local fire departments and emergency responders in the state. LLR has not received any administrative funds to help offset the cost of procuring, purchasing and delivering over 4 million dollars in equipment.	
Administrator	Ed Roper

In FY 2003, the agency received from SLED five grants for Homeland Security Issues. They are:

- Homeland Security Awareness Training
- USAR Equipment – Team Type I Equipment
- USAR Equipment – Team Type II Equipment (3)
- USAR Equipment and Training
- Mass Decom Tents, Trailers & Vehicles

South Carolina Fire Academy

Program:	Curriculum, Accreditation and Certification
<p>Program Description: The Fire Academy maintains an instructor certification program for more than 750 part-time instructors, who teach courses at the Fire Academy, and in their local fire departments. The instructor certification system involves establishing requirements for entry-level instructors and the re-certification of existing instructors.</p> <p>The Fire Academy operates a firefighter certification program that is accredited by the International Fire Service Accreditation Congress. The Fire Academy's program includes nine separate certification areas: Firefighter I, Firefighter II, Driver/Operator, Instructor I, Fire Officer I, ARFF, Fire and Life Safety Educator I, Hazardous Materials Operations and Fire Inspection I. In FY03 we had 1,636 firefighters statewide who entered our certification program and were tested. Since 1993, we have awarded over 5,000 IFSAC certificates in our Certification Program.</p> <p>The Fire Academy advertises 86 courses that the curriculum section is responsible for keeping current. Additionally, they must produce eight to twelve Instructor Orientation Workshops (IOW) per year. All courses must have current lesson plans, student manuals, audio visual aids, task manuals, and applicable tests and skills performance manuals.</p>	
Administrator	Russ Friar

FY2002-2003 Statistical Information

IFSAAC Testing Information						
Discipline	FY 03 Tested	Passed	Pass Rate	FY 02 Tested	Passed	Pass Rate
Fire Fighter I	708	548	77.4%	1,132	816	72%
Fire Fighter II	471	363	77.0%	699	485	69%
Driver/pump operator	51	48	94.0%	167	62	37%
Airport Fire Fighter	103	102	99.0%	111	111	100%
Instructor I	183	151	82.5%	245	190	78%
Fire Officer I	107	94	87.8%	210	190	78%
Haz Mat Ops*	13	13	100%	NA	NA	NA
Fire & Life Safety Ed.	0	0	0	41	31	76%
Total	1,636	1,319	80.6%	2,605	1,885	72.4%

**Hazardous Materials Operations was just IFSAC approved on March 20, 2003.*

South Carolina Fire Academy

Program:	Regional Training
<p>Program Description: Regional training is the key to the delivery of Fire Academy courses to the fire service. A majority of academy courses are conducted in the regions at the local fire department. The Fire Academy has seven regions served by six regional offices, three with full-time staff personnel, and three with part-time staff personnel. The regional offices interact directly with the municipal fire service on a daily basis and schedule training programs to be conducted at local fire departments or at the regional offices. They are responsible for maintaining their regional facilities and equipment. They are on-call 24 hours a day in the event of an emergency during a course. The regional coordinators visit fire departments and attend Chief's, Firefighter's and Instructor association meetings and conferences to ensure the needs of our customers are being met. They interface with our ACI and adjunct instructors who teach academy programs in their departments or are hired to teach at another department.</p> <p>Regional operations allow us to meet our customer needs by providing courses at their local department, upon request, and conducted to meet their schedule. With 85% of the State's fire service being volunteers this flexibility is the only way we can provide the training they need. Most courses have written tests as well as hands on skill evaluations that the student must pass to complete the course. Many regional courses require a live burn that must be conducted at an approved burn facility and the State Fire Academy is used for this purpose.</p>	
Administrator	Ed Roper
# Regional offices:	7
# Regional municipal programs:	946

FY2002 –2003 Regional Office Locations

Regions	Location
1	Greenville
2	Rock Hill
3 & 4	Florence
5	Charleston
6	Columbia
7	Newberry

FY2002-2003 Statistical Information

Type of Regional Municipal Programs	# of Programs
In-house Training	364
Catalog Programs	320
Requested Courses	216
Revenue Sponsored Courses	2
Military	1
Grant Courses	43

South Carolina Fire Academy

Program:	Resident Training
<p>Program Description: Resident training includes courses offered at the academy's main campus. This includes municipal programs that require special burn props or special equipment and cannot be taken to the regions. Examples of this are flammable liquid and gas firefighting courses and special heavy rescue and water rescue courses.</p> <p>The resident training section is also responsible for all industrial training, and most is done on site with some taken to the industrial customers facility. Industrial revenue is a key funding source for the academy and we provide a service that industries need. For many industries, a trained fire brigade and emergency teams are crucial to plant operation. We also offer consultation and site visits to assist industries with fire brigades and to customize training courses to meet their specific needs.</p>	
Administrator	Phillip Russell

FY2002 –2003 Statistical Information

Type of Resident Training Programs	# of Programs	# of Students
Municipal resident programs	278	3,372
Burn Building Support	32	N/A
Resident Instructor Orientation Workshops	27	333
Grant Programs*	12	324
Firefighter Candidate School	4	96
Industrial Courses	150	1,628
Total #	503	5,753

**Many grant programs are taught in the regions, but require resident staff instructors to teach them and provide equipment from the academy. In FY03, we conducted 67 grant programs with 1,146 students. We also made 289 equipment trailer deliveries traveling 57,294 miles.*