



South Carolina Board of Nursing
April 2015 Insert into the SC Nurse Newsletter

MISSION OF THE BOARD OF NURSING

The mission of the State Board of Nursing for South Carolina is the protection of public health, safety, and welfare by assuring safe and competent practice of nursing.

This mission is accomplished by assuring safe initial practice as well as continuing competency in the practice of nursing and by promoting nursing excellence in the areas of education and practice. The Board licenses qualified individuals as licensed practical nurses, registered nurses or advanced practice registered nurses. Complaints against nurses are investigated and disciplinary action taken when necessary. Schools of nursing are surveyed and approved to ensure quality education for future nurses.

BOARD VACANCIES

There are currently four vacancies on the South Carolina State Board of Nursing. Board members serve terms of four years and until their successors are appointed and qualify. Board members must be appointed by the Governor with the advice and consent of the Senate. Vacancies must be filled for the unexpired portion of a term by appointment of the Governor.

Pursuant to Section 40-33-10(A) of the Nurse Practice Act, when appointing members to the Board of Nursing, the Governor will give consideration to include a diverse representation of principal areas of nursing, but not limited to hospital, acute care, advanced practice, community health, and nursing education. Registered nurse and licensed practical nurse members must be licensed in South Carolina, be employed in nursing, have at least three years of practice in their respective professions immediately preceding their appointment, and reside in the district they represent. Lay members represent the public at large as consumers of nursing services and may not be licensed or employed as a health care provider. No Board member may serve as an officer of a professional health-related state association.

There are two vacancies for Licensed Practical Nurse representatives from the state at large and two Registered Nurse vacancies - one representing Congressional District 1 and one representing Congressional District 6. An individual, group or association may nominate qualified persons and submit written requests to the Governor's Office for consideration and appointment to the State Board of Nursing. If you or someone you know is interested in the licensed practical nurse positions on the Board of Nursing, a letter of request, along with a resume or curriculum vitae, should be submitted to Boards and Commissions, Office of the Governor, Post Office Box 11829, Columbia, SC 29211-1829.

COMMITTEE MEMBERS NEEDED

Nomination forms for vacancies on the Advanced Practice Committee, Advisory Committee on Nursing, and Nursing Practice and Standards Committee can be found on the Board's website at www.llr.sc.gov/pol/nursing under Applications/Forms. A list of meeting dates for this year is located in this newsletter.

ADVANCED PRACTICE COMMITTEE (APC)

The Advanced Practice Committee (APC) is a standing, Board-appointed committee established to review current advanced practice registered nursing (APRN) trends and practice. APC advises the Board and nursing community on the safe and competent practice of APRNs. APC meets quarterly on the first Friday in February, May, August, and November of each year. There currently is a position open for a Clinical Nurse Specialist (CNS) – Psychiatric Mental Health Representative.

All APC members must be currently licensed in South Carolina, not under a current disciplinary order, certified and practicing in the area they represent. APC members are appointed for an initial term of two years with the possibility of reappointment by the Board for three years to provide for staggering of terms. Information from all interested parties is submitted to the Board for review and appointment/reappointment. Members' perspectives and participation are valued and necessary for continuity, so regular committee meeting attendance is very important. If you or someone you know is interested in serving on the APC, submit a completed nomination form, along with a curriculum vitae, to LLR-Board of Nursing, PO Box 12367, Columbia, SC 29211.

ADVISORY COMMITTEE ON NURSING (ACON)

The Advisory Committee on Nursing (ACON) assists the Board with long-range planning for nursing and facilitates collaboration between education and practice. ACON meets on the third Tuesday in February, April, June, and October. It meets on the last Tuesday in August and first Tuesday in December each year. There currently are positions open for two ADN Educator Representatives, a Nursing Services Administrator-Hospital (Sm/ Rural) Representative and a Nursing Services Administrator-Mental Health Representative.

All ACON members must be currently licensed in South Carolina, practicing in the area they represent and not be under a current disciplinary order. Members are appointed by the Board for an initial term of two years with the possibility of reappointment for three years to provide for staggering of terms. All nominations, as well as requests for reappointment, are submitted to the Board for review. Members' perspectives and participation are valued and necessary for continuity, so regular committee meeting attendance is very important. If you or someone you know is interested in serving on the ACON, submit a completed nomination form, along with a curriculum vitae, to LLR-Board of Nursing, PO Box 12367, Columbia, SC 29211.

NURSING PRACTICE AND STANDARDS COMMITTEE (NPSC)

The Nursing Practice and Standards Committee (NPSC) assists the Board of Nursing with issues affecting nursing practice in the state. The NPSC is charged with developing and revising advisory opinions and position statements. The NPSC meets quarterly on the second Thursday in January, April, July and October each year. There currently are positions open for a Registered Nurse Acute Care Representative, a Licensed Practical Nurse Representative and a Registered Nurse Representative Long Term Care Gerontology.

All NPSC members must be currently licensed in South Carolina, practicing in the area they represent and not be under a current disciplinary order. Members' perspectives and participation are valued and necessary for continuity. If you or someone you know is interested in serving on the NPSC, submit a completed nomination form, along with a curriculum vitae, to LLR-Board of Nursing, PO Box 12367, Columbia, SC 29211.

JOB OPPORTUNITIES – SC LLR'S BOARD OF NURSING STAFF POSITIONS

The SC Department of Labor, Licensing and Regulation has two job opportunities on its Board of Nursing staff.

Nurse Administrator Manager I

Working in conjunction with the Nursing Board Administrator, the Nurse Administrator/Manager I manages the practice, advance practice, and collaborative practice programs of the Board of Nursing and coordinates the practice, advance practice and collaborative practice processes/procedures to ensure compliance with the Nurse Practice Act, the Compact and LLR laws/policies/procedures. The Nurse Administrator/Manager I administers the APRN, RN, and LPN audit program/processes; composes/edits newsletter articles; assists with the Board's disciplinary processes and supervision of licensure/APRN activities; manages the flow of practice and advanced practice activities through the Nursing Practice and Standards Committee (NPSC) and Advanced Practice Committee (APC) and the Board; and coordinates with the Nursing Board Administrator and Committee chair on the preparation/scheduling of meetings to include:

- Scheduling and coordination of rooms/equipment
- Preparing agenda/materials/public notices of meetings in accordance with FOIA requirements
- Compiling/preparing meeting materials/website postings and mail outs
- Researching and providing information and arranging appearances

The Nurse Administrator/Manager I also prepares meeting minutes; administers the Board's procedures for Advisory Opinions and Position Statements to include coordinating the on-going review; coordinates all aspects of the NPSC and APC meetings; and coordinates travel reimbursement for committee members.

Minimum and Additional Requirements:

Graduation from an accredited school of nursing and related nursing experience.

Preferred Qualifications:

Master's degree in nursing and two (2) years of clinical nursing practice experience. Degree must be from appropriately accredited institution. Must be licensed as a registered nurse by SC Board of Nursing.

Other Related Comments:

This position may occasionally require overnight travel, weekend work, and moving equipment, including tables and chairs up to 25 pounds. There will be daily use of computers.

To apply:

Complete an application on-line at <http://www.jobs.sc.gov> . You may look up - by Agency - SC Labor, Licensing and Regulation or by nursing positions.

Program Coordinator II

Working in conjunction with the Nursing Board Administrator, the Program Coordinator II manages the education services of the Board of Nursing to assure compliance with the Nurse Practice Act to include conducting statewide program on-site surveys. The Program Coordinator II coordinates the approval of nursing programs, evaluates testing statistics, provides consultation services to nursing programs regarding statutes/ regulations, composes/ edits newsletter articles, evaluates biennial nursing program reports for compliance with agency/ Board laws/ regulations and ensures current nursing education website information. The Program Coordinator II manages the Board's survey procedure for initial and continuing approval of nursing education programs to include conducting site visits, preparing reports of findings for Board review/action and collaborating/ preparing reports with the site team chair for proposed new program surveys conducted. The Program Coordinator II manages the flow of educational activities through the Advisory Committee on Nursing (ACON) and coordinates with the Nursing Board Administrator and Committee Chair on the preparation/ scheduling of meetings to include:

- Scheduling and coordination of rooms/equipment
- Preparing agenda/materials/public notices of meetings in accordance with FOIA requirements
- Compiling/preparing meeting materials/website postings and mail outs
- Researching and providing information and arranging appearances

The Program Coordinator II coordinates all aspects of the ACON meetings to include preparing meeting minutes and travel reimbursement for committee members.

Minimum and Additional Requirements:

Bachelor's degree and relevant program experience.

Preferred Qualifications:

Master's degree in nursing education, nursing or education with a minimum of 3 years experience in nursing education or curriculum development in a higher education setting. Degree(s) must be from appropriately accredited institutions.

Other Related Comments:

This position may occasionally require overnight travel, weekend work, and moving equipment, including tables and chairs up to 25 pounds. There will be daily use of computers.

To apply:

Complete an application on-line at <http://www.jobs.sc.gov> . You may look up - by Agency - SC Labor, Licensing and Regulation or by nursing positions.

APRN WRITTEN PROTOCOLS/ GUIDELINES AUDIT

The law requires the South Carolina Board of Nursing to conduct a random audit of approved APRN written protocols/ guidelines at least biennially.

APRN Written Protocols and/ or Guidelines Audit FAQ

Q. Why was I chosen for the APRN Protocols and/ or Guidelines audit?

The names for the audit were selected randomly by computer.

Q. What authority does the Board have to perform the audit of APRN Protocols and/ or Guidelines?

The Nurse Practice Act Chapter 33 Sections §40-33-34 (D)(2) and §40-33-34(H)(3) require the Board to conduct a random audit of approved written protocols and/ or guidelines at least biennially.

The South Carolina State Board of Nursing (SC BON) Nurse Practice Act Section Sections §40-33-34(D)(2) and §40-33-34(H)(3) stipulate that the original protocol(s) and/ or guideline(s) and any amendments must be reviewed at least annually, dated and signed by the nurse and physician and made available within seventy-two hours of request.

Q. How many APRNs are selected for the audit?

The South Carolina Board of Nursing (SC BON) has directed that a total of 5% of the APRN credentials be randomly selected for the audit of written guidelines and/or protocols. All audit response packets submitted to the SC BON from each nurse will be carefully reviewed for compliance with requirements.

Q. How many times can an APRN be selected for the audit?

There is no limit to the number of times an APRN could be selected for audit. If a nurse has an active APRN credential, then he/she is eligible for audit selection.

Q. May I send my audit response documents by fax or email to the Board office?

Documents sent by fax /or email will not be accepted. Mail all documentation together in one (1) envelope. Do NOT mail items separately. Audit response packets must arrive at the Board no later than the due date provided in the audit notification letter.

Q. What address do I mail my audit response packet and how can I ensure it arrives at the SC BON by the deadline?

Mail the full and complete audit response packet to:

South Carolina Board of Nursing
PO Box 12367.
Columbia SC 29211

Due to the large volume of documents which arrive daily, the SC BON Board staff will not be able to provide confirmation of receipt of the audit packet. However, each audited nurse will be sent an email notification regarding the outcome of his/ her audit. To ensure the nurse receives this important message, please be sure to provide an updated e-mail address or alternate method of contact to the Board.

If the nurse wishes to have confirmation of the day/ date their audit response packet arrives at the the SCBON office, the packet may be mailed **at the licensee's expense** to the SC BON using an overnight or 2nd day delivery service that provides the nurse with a **tracking number** that he/ she can utilize to monitor delivery with the shipping provider. Documents in this case should be mailed to:

South Carolina Board of Nursing
110 Centerview Drive
Columbia, SC 29210

Remember – Determination of compliance (or non-compliance) with the SC BON requirements will be based on the first and initial audit response packet received by the Board; therefore, it is imperative for each nurse to read and provide the requirements of the Nurse Practice Act Chapter 33 Sections §40-33-34 (D) and §40-33-34(H).

Faxed and/or emailed documents **will not be accepted**. **Mail all documentation together in one (1) envelope. Do NOT mail items separately.** Audit response packets must arrive at the Board no later than the due date provided in the audit notification letter.

Q. When did the Board send out notification of audit to the APRNs selected this year?

General information regarding the upcoming audit was provided via e-blast to all licensees holding an active APRN credential in January 2015.

Individual nurses selected for the audit will receive written notification/ instructions to their address of record as reported to the Board.

Q. What is the penalty for not submitting a complete audit response packet – OR – if my audit response packet does not arrive at the SC BON by the deadline?

An audited nurse who is unable to provide valid documentation demonstrating proof of the required written protocols and/ or guidelines will be considered non-compliant with the audit and may be issued disciplinary action, including invalidation of his/ her APRN credential.

Q. What documentation do I mail to the SC BON in my response packet?

A. For APRN Written Protocols

(D)(1) Delegated medical acts performed by a nurse practitioner, certified nurse-midwife, or clinical nurse specialist must be performed pursuant to an approved written protocol between the nurse and the physician and must include, but is not limited to:

(a) this general information:

(i) name, address, and South Carolina license number of the nurse;

(ii) name, address, and South Carolina license number of the physician;

(iii) nature of practice and practice locations of the nurse and physician;

(iv) date the protocol was developed and dates the protocol was reviewed and amended;

(v) description of how consultation with the physician is provided and provision for backup consultation in the physician's absence;

(b) this information for delegated medical acts:

(i) the medical conditions for which therapies may be initiated, continued, or modified;

(ii) the treatments that may be initiated, continued, or modified;

(iii) the drug therapies that may be prescribed;

(iv) situations that require direct evaluation by or referral to the physician.

(2) The original protocol and any amendments to the protocol must be reviewed at least annually, dated and signed by the nurse and physician, and made available to the Board for review within seventy-two hours of request. Failure to produce protocols upon request of the Board is considered misconduct and subjects the licensee to disciplinary action. A random audit of approved written protocols must be conducted by the Board at least biennially.

B. For CRNA Written Guidelines

(H)(1) Nothing in this section may be construed to require a CRNA to obtain prescriptive authority to

deliver anesthesia care.

(2) A CRNA shall practice pursuant to approved written guidelines developed with the supervising licensed physician or dentist or by the medical staff within the facility where practice privileges have been granted and must include, but are not limited to:

(a) the following general information:

(i) name, address, and South Carolina license number of the registered nurse;

(ii) name, address, and South Carolina license number of the supervising physician, dentist, or the physician director of anesthesia services or the medical director of the facility;

(iii) dates the guidelines were developed, and dates the guidelines were reviewed and amended;

(iv) physical address of the primary practice and any additional practice sites;

(b) these requirements for providing anesthesia services:

(i) documentation of clinical privileges in the institutions where anesthesia services are provided, if applicable;

(ii) copy of job description;

(iii) policies and procedures that outline the pre-anesthesia evaluation, induction, intra-operative maintenance, and emergence from anesthesia.

(3) The original and any amendments to the approved written guidelines must be reviewed at least annually, dated and signed by the CRNA and physician or dentist, and must be made available to the Board for review within seventy-two hours of request. Failure to produce the guidelines is considered misconduct and subjects the licensee to disciplinary action. A random audit of approved written guidelines must be conducted by the Board at least biennially.

Q. What if I have had an address change of which I failed to notify the SC BON and I'm worried that I was chosen for the audit?

Section 40-33-38 (c) requires that a licensee notify the Board in writing within 15 days of any change of address.

Failure to notify the Board of a current mailing address will not absolve the licensee from the audit requirement, and may result in adverse action.

All actively licensed nurses are required to maintain current contact information on file with the SC BON. Verifying and updating a personal mailing address and/or email address is fast and easy online through the SC BON home page under Online Services and is available to all nurses 24/7 free of charge.

If a nurse has recently moved or changed his or her email address and is concerned that he/she may have been selected for the audit and would not receive notification, the nurse should:

1. Immediately go to the Board website under Online Services and update his/ her nursing file with the most current mailing address and email address.
2. E-mail NurseBoard@lir.sc.gov and request the SC BON Board staff check the licensure file to determine whether the licensee has been selected for the APRN written protocols and/ or guidelines audit. If the file indicates the nurse was selected for audit of his/ her written protocols and/ or guidelines, then he/she must mail a full and complete audit response packet to the SC BON for arrival at the Board office no later than the due date stipulated in the audit notice;
3. Read/ review the full FAQ list prior to submitting the audit response packet to the SC BON for review.

APRN CERTIFICATION, RE-CERTIFICATION OR RENEWAL

You must notify the Board of your certification, re-certification or renewal.

- Are you licensed as an advanced practice registered nurse (APRN)?
- Have you renewed your certification?
- Did you know the Board does not automatically receive notification you have renewed your certification?
- Did you know it is the licensee's responsibility to provide the Board with a copy of his or her current certification/recertification?

If you have recently become certified, recertified, or renewed your certification, mail a copy of your current certification card to: LLR-Board of Nursing, Attn: Advanced Practice Licensure, P. O. Box 12367, Columbia, SC 29211. You may also scan your document and email to NurseBoard@llr.sc.gov or send your document by fax to 803-896-4515.

HOW CAN MY EMPLOYER VERIFY THAT I HAVE A NURSING LICENSE?

1. If you need paper evidence of your nursing license and the expiration date, you may obtain this information one of two ways: Click on Licensee Lookup on the Board of Nursing website. Enter the bare minimum information (i.e. your last/ first name or license number only [no letters like RN, R, etc.]). If you type information in all blocks and it is not entered 100% the way it is in the system, you will receive an error message (appearing as if the nurse doesn't hold a license in the state). You may print this page.
2. Licensees now have the capability, through LLR's website, to download and print a wallet card as a *courtesy* after the license has been issued, reinstated or renewed. The cards can be printed from your printer. You will need Adobe Reader installed on your PC to view and print the card. For best results, use card stock instead of copy paper to print a more durable card. To print a wallet card, go to <https://eservice.llr.sc.gov/SecurePortal/Login.aspx>. Click on "Print License Card" and follow the instructions.

HOW CAN I CHECK A LICENSE?

To check a nursing license, you may utilize one or all of the following options:

1. SC Licensee Lookup - Go to <https://verify.llronline.com/LicLookup/Nurse/Nurse.aspx?div=17> As you enter information, it is recommended that you enter a portion of the nurse's name only. You will be provided with the nurse's name, city and state, license number, license type, date issued/expires, license status, and whether the license is multi-state or single-state.
2. Nursys QuickConfirm - Go to <https://www.nursys.com/> click on QuickConfirm and follow the instructions. You will be provided with the nurse's name, state of licensure, license type and number, license status, license expiration date and discipline status. The following states participate in QuickConfirm: AK, AZ, AR, CO, CT, DE, DC, FL, ID, IN, IA, KY, LA-RN, ME, MD, MA, MN, MS, NE, NH, NJ, NM, NC, ND, OH, OR, RI, **SC**, SD, TN, TX, UT, VT, US Virgin Islands, VA, WV-PN, WI, and WY. Go to www.ncsbn.org for updates as states are added.
3. Other States - Most states have licensee lookup/licensure verification on their websites. Links to Boards of nursing can be found at www.ncsbn.org.

You may check for discipline against a South Carolina nursing license on the Board's website at www.llr.sc.gov/pol/nursing/ under Board Orders.

CHANGING YOUR NAME ON YOUR NURSING LICENSE

If you have had a legal name change, submit your written request, along with a copy of the legal document(s) (copy of marriage certificate, divorce decree, court order, etc.), to LLR – Board of Nursing, Post Office Box 12367, Columbia, SC 29211 or you can send the request and documents by fax to 803-896-4515 attention Board of Nursing. Please indicate in your request whether you will use your middle name or maiden name for your middle initial or if you wish to hyphenate your name. For example, if Jane Ann Doe marries John Smith will she use Jane Ann Smith? Or Jane Doe Smith? Or Jane Ann Doe Smith? Or Jane Ann Doe-

Smith? Your request will be processed within five business days of receipt in Board offices and will be reflected on Licensee Lookup within three to five business days after the change is made.

You may verify that your name change request has been processed on Licensee Lookup on the Board's website (www.llr.sc.gov/pol/nursing/). When utilizing Licensee Lookup, you do not have to enter complete names. For example, "J" and "Smith" will search for records with a last name of "Smith" and a first name beginning with "J." Refer to Section 40-33-36(B) of the Nurse Practice Act regarding statutory requirements for your name on your license. You may view the Nurse Practice Act – Chapter 33 located under Law/Policies on the Board's website.

HAVE YOU MOVED?

Section 40-33-38(C) of the South Carolina Code of Laws (Nurse Practice Act) requires that *all* licensees notify the Board *in writing* within 15 days of *any* address change. So you do not miss important time-sensitive information from the Board, such as your courtesy renewal notice, audit notice or other important licensure information, be sure to notify the Board immediately whenever you change your address. Failure to notify the Board of an address change may result in discipline. You may change your address online utilizing the address change form under Online Services found on the Board's website.

Note: *Changing your address with the South Carolina Nurses Association (SCNA) **does not** change your address on your licensing records with the South Carolina State Board of Nursing.*

BOARD MEMBERS

Carol A. Moody, RN, MAS, NEA-BC, Congressional District 4 - *President*

Samuel H. McNutt, RN, CRNA, MHSA, Congressional District 5 - *Vice President*

Amanda E. Baker, RN, MSN, MNA, CRNA, Congressional District 2 - *Secretary*

Vacant, Congressional District 1

W. Kay Swisher, RNC, MSN, Congressional District 3

Vacant, Congressional District 6

Karen R. Hazzard MSN, RN, NEA-BC, Congressional District 7

Anne Crook, PhD, Public Member

James E. Mallory, EdD, Public Member

Vacant, (2) Licensed Practical Nurses At Large

Vacancies: [See Section 40-33-10(A) of the Nurse Practice Act for prerequisites and requirements]

SOUTH CAROLINA BOARD OF NURSING CONTACT INFORMATION:

Main Telephone Line	(803) 896-4550
Fax Line	(803) 896-4515
General Email	NurseBoard@llr.sc.gov
Website	www.llr.sc.gov/pol/nursing/

The Board of Nursing is located at Synergy Business Park, Kingstree Building, 110 Centerview Drive, Suite 202, Columbia, SC 29210. Directions to the office can be found on the website – www.llr.sc.gov - at the bottom of the page. The Board's mailing address is LLR - Office of Board Services - SC Board of Nursing, Post Office Box 12367, Columbia, SC 29211-2367.

Normal agency business hours are 8:30 a.m. to 5 p.m., Monday through Friday. Offices are closed for holidays designated by the state.

BOARD OF NURSING ADMINISTRATION

Nancy G. Murphy, Administrator

nancy.murphy@llr.sc.gov

OFFICE OF INVESTIGATIONS AND ENFORCEMENT

Main Telephone Line

(803) 896-4470

VISIT THE BOARD WEBSITE OFTEN

The Board recommends *all* nurses licensed by or working in South Carolina visit its website (www.llr.sc.gov/pol/nursing/) *at least* monthly for up-to-date information on nursing licensure in South Carolina. The Board of Nursing Website contains the Nurse Practice Act (Chapter 33-Laws Governing Nursing in South Carolina), Regulations (Chapter 91), Compact Information, Advisory Opinions, Position Statements, Licensure Applications, Continued Competency Requirements/ Criteria, Application Status, Licensee Lookup, Disciplinary Actions, and other helpful information. The Nurse Practice Act, Regulations, Advisory Opinions and Position Statements are located under Laws/Policies. The Competency Requirement and Competency Requirement Criteria, which includes continuing education contact hours, are located under Licensure. You will also find Board Meeting Calendar, Agendas, Minutes and Board Member names and the area they represent.

The Board hopes you will find this information useful in your nursing practice.

Board of Nursing Meeting Calendar for 2015

Board and Committee meeting agendas are posted on the Board's website at least 24 hours prior to meeting.

<u>Board of Nursing Meeting</u>	May 14-15, 2015
<u>Board of Nursing Meeting</u>	July 30-31, 2015
<u>Board of Nursing Meeting</u>	September 24-25, 2015
<u>Board of Nursing Meeting</u>	November 19-20, 2015
Advanced Practice Committee	May 1, 2015
Advanced Practice Committee	August 7, 2015
Advanced Practice Committee	November 6, 2015
Advisory Committee on Nursing	April 21, 2015
Advisory Committee on Nursing	June 16, 2015
Advisory Committee on Nursing	August 25, 2015
Advisory Committee on Nursing	October 20, 2015
Advisory Committee on Nursing	December 1, 2015
Nursing Practice & Standards Committee	April 9, 2015
Nursing Practice & Standards Committee	July 9, 2015
Nursing Practice & Standards Committee	October 8, 2015

Designated 2015 State Holidays

<u>Designated 2015 State Holidays</u>	<u>Observed On</u>
Confederate Memorial Day	May 11, 2015
National Memorial Day	May 25, 2015
Independence Day	July 3, 2015
Labor Day	September 7, 2015
Veterans Day	November 11, 2015
Thanksgiving Day	November 26, 2015
Day After Thanksgiving	November 27, 2015
Christmas Eve	December 24, 2015
Christmas Day	December 25, 2015
Day after Christmas (Expected Observance)	December 28, 2015