



South Carolina Department of Labor, Licensing and Regulation

South Carolina Board of Nursing

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Approved by the Board: January 24, 2025

Service Area: Administration

Subject: Requests to appear before the South Carolina Board of Nursing and submission of documents related to board appearances

POLICY:

The South Carolina Board of Nursing will not consider any request to appear on a Board agenda unless the request has been made no less than 30 days in advance.

In the event of an application, all documents required by the application must be in the possession of the Board staff no less than 15 days before the hearing.

In a disciplinary case, any Memorandum of Agreements or Stipulations of Fact must be signed and provided to Board staff no less than 30 days prior to the meeting.

Any additional exhibits, documents, letters of support, handouts, etc., that the State, an applicant, or a respondent wishes the Board to consider during the hearing must be submitted no less than 15 days prior to the hearing date. Update memos from the South Carolina Recovering Professional Program (RPP) are excluded from this deadline to ensure the most up to date information.

No one scheduled to appear at a Board meeting will be allowed to present information for the Board's consideration during their appearance at the meeting or after the 15-day deadline to submit documents has passed.