



South Carolina Department of Labor, Licensing and Regulation

South Carolina Board of Nursing

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Expert Case Reviewer Application Form

Expert Case Reviewers are appointed by the South Carolina Board of Nursing to assist the Board by reviewing documentation and evidence to determine whether a licensee met the standard of care in case-specific circumstances. Reviewers are appointed in the specific subject area(s) for which they are educated, credentialed, and experienced. Reviewers issue a written report, which becomes part of the investigative file for use in a full evidentiary hearing, Memorandum of Agreement, or other appropriate case disposition. Expert Case Reviewers may be called upon to testify in a disciplinary hearing, if the standard of care was found to not be met and the parties cannot resolve the disciplinary case by agreement. Expert reviewers will be reimbursed a set fee for their time.

Time commitment:

When a case review is needed, the Office of Disciplinary Counsel will contact a reviewer with expertise in the applicable subject matter to request a review of relevant documentation. Reviewers are asked to complete reviews within 30 days, or within a timeframe agreed to by the Office of Disciplinary Counsel, and each review should require 25 hours or less to review all documentation and issue a written report. Prior, written approval from the Office of Disciplinary Counsel is required if more time is needed.

As mentioned above, testimony regarding your findings may be necessary. If testimony is required, reviewers should expect to testify at a disciplinary hearing in Columbia. The Office of Disciplinary Counsel will work with you regarding scheduling, but you should expect that you will need to be available for a full day on the date of the hearing.

Minimum qualifications:

- Applicant must possess the minimum of a Bachelor of Science in Nursing (BSN) degree, although a Master of Science in Nursing (MSN) or Doctor of Nursing Practice (DNP) is preferred.
- Applicant must have a minimum of five years current clinical experience as an RN or APRN.
- Applicant must hold an active, unencumbered South Carolina nursing license with no prior or pending discipline. The Board may deny membership based on disciplinary history.

Additional documentation required (must be attached for consideration):

- A current curriculum vitae or resume
- Two letters of support or reference from a supervisor or peer working in nursing

Application packages not containing all required application materials will not be submitted to the Board for consideration.

Applicant Information:

1. _____	_____
Full Name of Applicant (As shown on SC Nursing License)	SC Nursing License #
_____	_____
Mailing Address	City State Zip Code

Work Phone

Home Phone

Alternate Phone

Email Address

2. What is your current area of nursing practice? _____

Who is your employer(s)? _____

Employer Address(es) _____

3. Please list your nursing degree(s), nursing certification(s), and area(s) of specialty.

a. Nursing Degree(s) _____

b. Nursing Certification(s) _____

c. Area(s) of Nursing Specialty _____

4. Are you currently serving on a South Carolina Board of Nursing Committee? Yes/No

5. Please provide a brief statement as to your interest in serving as an Expert Case Reviewer. You may attach an additional sheet if necessary.

6. If a position is not open at this time, would you like us to contact you about open positions on other Board of Nursing committees? Yes/No

I hereby attest that I hold a current an unencumbered South Carolina nursing license and have no prior disciplinary history. If appointed by the Board of Nursing, I agree to serve as an Expert Case Reviewer as requested.

Signature of Applicant

Date

South Carolina Nurse License Number

Send completed application packets (application form, CV/Resume, two letters of support) to NursingNominations@llr.sc.gov.