

A G E N D A

SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION

1333 Main Street, 5th Floor
Columbia, South Carolina 29201

March 17, 2014 – 10:30 a.m.

Commission Hearing Room A

This meeting agenda was posted prior to the meeting and proper advance notice was made to all concerned parties in compliance with requirements in the Freedom of Information Act.

1. APPROVAL OF AGENDA OF BUSINESS MEETING OF MARCH 17, 2014 *CHAIRMAN BECK*

2. APPROVAL OF MINUTES OF THE BUSINESS MEETING OF FEBRUARY 18, 2014 (Tab 1) *CHAIRMAN BECK*

3. GENERAL ANNOUNCEMENTS *MR. CANNON*

4. APPLICATIONS FOR APPROVAL TO SELF-INSURE (Tab 2) *MR. SMITH*

5. DEPARTMENT DIRECTORS' REPORTS
Administration – Financial Report (Tab 3) *MS. GANTT*
Human Resources (Tab 4) *MS. FLOYD*
Information Services (Tab 5) *MS. HARTMAN*
Insurance & Medical Services (Tab 6) *MR. DUFFIELD*
Claims (Tab 7) *MS. SPANN*
Judicial (Tab 8) *MS. HOLLMON*

6. EXECUTIVE DIRECTOR'S REPORT (Tab 9) *MR. CANNON*

7. OLD BUSINESS *CHAIRMAN BECK*

8. NEW BUSINESS *CHAIRMAN BECK*
A. NCCI Lost Cost Filing (Tab 10) Ms. Amy Quinn, State Relations Executive
Regulatory Services Division, NCCI

9. ADJOURNMENT *CHAIRMAN BECK*

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THE
SOUTH CAROLINA WORKERS' COMPENSATION COMMISSION
BUSINESS MEETING

Tuesday, February 18, 2014

A Business Meeting of the South Carolina Workers' Compensation Commission was held in Hearing Room A of the Workers' Compensation Commission on Tuesday, February 18, 2014 at 10:30 a.m. The meeting agenda was posted prior to the meeting and proper advance notice was made to all concerned parties in compliance with requirements in the Freedom of Information Act. The following Commissioners were present:

T. SCOTT BECK, INTERIM CHAIRMAN
SUSAN S. BARDEN, VICE CHAIR
MELODY L. JAMES, COMMISSIONER
GENE MCCASKILL, COMMISSIONER
ANDREA C. ROCHE, COMMISSIONER
AISHA TAYLOR, COMMISSIONER
AVERY B. WILKERSON, JR., COMMISSIONER

Present also were Gary M. Cannon, Executive Director; Grant Duffield, Insurance and Medical Services Director; Virginia Crocker, Judicial Director; Betsy Hartman, IT Director; Amanda Underhill, Business Analyst; W.C. Smith, Self-Insurance Director; and Keith Roberts, Attorney. Also present was Clara Smith, Injured Workers' Advocates.

Chairman Beck called the meeting to order at 10:32 a.m.

AGENDA

Commissioner Barden moved that the agenda be approved. Commissioner Roche seconded the motion, and the motion was approved.

APPROVAL OF MINUTES – BUSINESS MEETING OF JANUARY 21, 2014

Commissioner Barden moved that the minutes of the Business Meeting of January 21, 2014 be approved. Commissioner Taylor seconded the motion, and the motion was approved.

GENERAL ANNOUNCEMENTS

There were no general announcements.

APPLICATIONS FOR APPROVAL TO SELF-INSURE

Self-insurance applications were presented by W.C. Smith, Self-Insurance Director. Twenty-one (21) prospective members of two (2) funds were presented to the Commission for approval. The applications were:

SC Home Builders SIF

Advanced Energy and Construction Services, LLC
Antonio Noriega dba Battle Construction, LLC
BMG Construction, Inc.
Budget Home Repair
Carpet Fashions Inc. dba Carpet One
C and C Traditions, LLC
Charlene's Construction & Home Repair
Gillion Edward L
Hadwin Custom Home, Inc.
James Emilie dba Creative Shades
Joseph L Lopez
Kaiser Construction, LLC dba Kaiser Construction
Knight & Associates, LLC
Palladium Homes, Inc.
Precision Construction, LLC
Raymond F Massey
Sunstor LLC dba Sunstore Solar
Surfwind Paint Company
Trotter Site Preparation, LLC
White House Construction

CSC Municipal Insurance Trust

Town of McClellanville

After examination of the applications, it was determined that each complied with the Commission's requirements and each was recommended for approval. Commissioner Wilkerson made the motion to approve the applications to self-insure, and Commissioner Taylor seconded the motion. The motion was unanimously approved.

DEPARTMENT DIRECTORS' REPORTS

The Department Directors presented their reports which were also submitted to the Commission in written form.

Administration Department

On behalf of Diana Gantt, Gary Cannon, Executive Director, presented the Summary of Revenues and Expenditures for the period ending January 31, 2014. The benchmark for January is 58.33%. The Commission's revenues are at 57.64%, and expenditures are at 57%. Mr. Cannon reported the FY 2014-15 Budget was presented to the House Ways and Means Subcommittee on February 4 and will be presented to the Senate Transportation and Regulatory Committee on March 13, 2014.

Human Resources Department

On behalf of Cathy Floyd, Mr. Cannon presented the Human Resources report for the period of January 15, 2014 through February 11, 2014. For the fifth year in a row, the Commission reached 100% goal attainment on the annual Equal Employment Opportunity

Report submitted to the General Assembly. There was discussion concerning the Agency's possible exemption from the annual reporting requirements. Mr. Cannon will follow up with Ms. Floyd.

Information Services

Betsy Hartman presented the Information Services Department's report. Ms. Hartman reported purchase orders have been submitted concerning the replacement of laptops and workstations through state contract Ontario Leasing, and replacement of two Xerox WorkCentre copiers of which one will allow PC fax capabilities. IT has completed implementation of the EDI Release 3 First Report of Injury (FROI).

Insurance & Medical Services

Grant Duffield presented the Insurance & Medical Services Department's report. Mr. Duffield reported that the Compliance Division's year-to-date revenue trend is 192% of prior year and coverage files are at 221% of collections for the same period. Year-to-date self-insurance tax revenue is trending at 105% of prior year.

Claims Department

Mr. Cannon introduced Sonji Spann, the new Claims Director. Ms. Spann began her responsibilities with the Agency on February 3, 2014.

Mr. Duffield presented the Claims Department's report. For the month of January, the Claims Department closed 2,235 individual case files. The fine revenue received in January was \$27,000. Claims Examiners reviewed 103 individual case files. A total of 236 Informal Conferences were conducted in eight locations with 140 settled and two premature.

Judicial Department

Virginia Crocker presented the Judicial Department's report. Recruiting has begun for the Insurance Claims Examiner II position in the Judicial Department. The closing date for accepting applications was midnight on Monday, February 17.

EXECUTIVE DIRECTOR'S REPORT

Gary Cannon, Executive Director, presented his report which was also submitted to the Commission in written form. He reported that the House LCI Subcommittee conducted a hearing on the proposed amendments to R67-1605 Lump Sum Payment on January 22. The subcommittee adjourned debate.

OLD BUSINESS

There was no old business.

NEW BUSINESS

A. Informal Conference and Hearing Costs Assessment

Mr. Cannon presented a recommendation that for FY 2014 the new Informal Conference cost be set at \$391.11, an increase of \$1.48 over the current assessment cost for Informal Conferences. Further, Mr. Cannon presented a recommendation that for FY 2014 the new Hearing Cost be set at \$1,404.03, an increase of \$280.54 over the current assessment cost for cases docketed and hearings conducted. There was discussion on the cost allocation

methodology used to determine the proposed costs assessments. Mr. Cannon made a recommendation to carry the matter over.

Motion On Informal Conference and Hearing Costs Assessment

Commissioner Wilkerson moved to carry the matter over, which was duly seconded by Commissioner Roche. The motion was unanimously approved.

MISCELLANEOUS

Commissioner Roche said she recently heard about a 7.4% decrease in workers' compensation premiums. Mr. Cannon said NCCI has filed with the South Carolina Department of Insurance revised loss costs and rating values report which reflect an overall average decrease of 7.4% to the current voluntary loss cost level. Mr. Cannon will provide a copy of NCCI's filing with the South Carolina Department of Insurance proposed effective September 1, 2014 to the Commissioners.

Motion on Creating an Advisory Committee to Study the Use of Prescribed Narcotics

Commissioner Roche talked about the use of prescribed narcotics and made a motion to form an advisory committee to study the use of prescribed narcotics as a result of a workers' compensation injury. Commissioner Barden seconded the motion, and the motion was unanimously approved.

ADJOURNMENT

Commissioner Roche made the motion to adjourn. Commissioner Barden seconded the motion, and the motion was approved.

The February 18, 2014 meeting of the South Carolina Workers' Compensation Commission adjourned at 10:56 a.m.

Reported March 17, 2014
Kim Ballentine, Office of the Executive Director

INTEROFFICE MEMORANDUM

TO: GARY CANNON, EXECUTIVE DIRECTOR
FROM: DIANA GANTT, DIRECTOR OF ADMINISTRATION
SUBJECT: FINANCIAL REPORT PERIOD ENDING FEBRUARY 28, 2014
DATE: 3/12/2014

The Summary of Revenues and Expenditures for the period ending February 28, 2014, is attached.

- February is the 8th Fiscal Month of Fiscal Year 2014.
- The benchmark for February is 66.67%. The Commission's revenues are at 65% and expenses are at 65%.
- There were 95 payment made to vendors, travelers, and other State Agencies
- The following is a summary of each department expenditure benchmarks:

General Fund: Total expenditures are at 64%.

Earmark Fund:

Commissioners –

- Total expenditures are at 62% of budget.

Administration –

- Overall the expenditures are 69% of budget.

Claims –

- Expenditures are at 66% of budget.

Insurance & Medical –

- Total expenditures are at 67% of budget

Judicial –

- Total expenditures are at 51% of budget.

Activity Report from the Procurement Office:

	MTD	YTD
SCEIS Shopping Carts	4	35
Vendors Contacted for Price Quotes	4	65
Visa Procurement Card Orders Placed	7	50
SC Dept of Corrections Orders Placed	0	5
Staples Orders Placed	3	18
State Leased Vehicles taken for Service	0	15
State Reports filed by Procurement Officer	1	18

Mail Room Activity:

	MTD	YTD
Files Copied for Outside Parties	220	1904
Pages Copied	8,350	64,054

South Carolina Workers' Compensation Commission
Summary of Revenues and Expenditures
2013 - 2014 Budget
February 28, 2014

STATE APPROPRIATIONS	Budget	FY To Date	Benchmark	66.67%
General Appropriation	<u>\$ 1,763,619</u>	<u>\$ 1,175,746.00</u>		66.67%

<u>Account Description</u>	<u>Appropriation</u>	<u>Expenditure</u>	<u>Balance</u>	<u>% Expended</u>
Personal Services	\$ 1,378,405	\$ 901,480	\$ 476,925	65.4%
Other Operating Expenses	-	-	-	0.0%
Employer Contribution	480,606	293,121	187,485	61.0%
Total	<u>\$ 1,859,011</u>	<u>\$ 1,194,600</u>	<u>\$ 664,411</u>	<u>64.3%</u>

OTHER APPROPRIATIONS

EARMARKED	Budgeted Revenues	Received thru 2/28/14	% Received
Training Conference Registration Fee	\$ 5,000	\$ 5,780	115.60%
Sale of Publication and Brochures	8,000	3,375	42.19%
Workers' Comp Award Review Fee	73,000	26,100	35.75%
Sale of Photocopies	88,000	55,770	63.37%
Workers' Compensation Filing Violation Fee	1,660,000	1,118,563	67.38%
Sale of Listings and Labels	25,000	17,309	69.23%
Workers' Comp Hearing Fee	562,000	346,715	61.69%
Earmarked Funds - Original Authorization	<u>\$ 2,421,000</u>	<u>\$ 1,573,611</u>	<u>65.00%</u>
Increase Authorization	951,066		
	-		
Total Earmarked Revenues + Fund Balance	<u>\$ 3,372,066</u>		

SELF INSURANCE	Collected Revenue	Transferred to State Fund	Balance to WCC Fund Balance
Self Insurance	\$ 2,541,903	\$ -	\$ 2,541,903

<u>Account Description</u>	<u>Appropriation</u>	<u>Expenditure</u>	<u>Balance</u>	<u>% Expended</u>
Personal Services	\$ 1,454,375	\$ 1,088,670	\$ 365,705	74.9%
Taxable Subsistence	72,350	41,111	31,239	56.8%
Other Operating Expenses	1,379,941	723,189	656,752	52.4%
Employer Contribution	465,400	356,667	108,733	76.6%
Total Earmarked	<u>\$ 3,372,066</u>	<u>\$ 2,209,638</u>	<u>\$ 1,162,428</u>	<u>65.5%</u>

TOTAL OTHER APPROPRIATIONS	<u>\$ 3,372,066</u>	<u>\$ 2,209,638</u>	<u>\$ 1,162,428</u>	<u>65.5%</u>
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South Carolina Workers' Compensation Commission
2013 - 2014 Budget
February 28, 2014

Consolidated

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.67%				
				Expended February	Year to Date	%	Encumb	Balance
Commissioners								
Salaries	\$ 1,175,584	\$ -	\$ 1,175,584	\$ 89,403	\$ 771,835	66%	\$ -	\$ 403,749
Other Operating Expenditures								
Total Contractual Services	201,275	-	201,275	9,995	112,080	56%	-	89,195
Total Supplies & Materials	12,120	-	12,120	925	7,039	58%	-	5,081
Total Fixed Charges	153,899	-	153,899	12,011	105,687	69%	-	48,212
Total Travel	57,600	-	57,600	2,500	40,653	71%	-	16,947
Total Other Operating Exp	424,894	-	424,894	25,430	265,459	62%	-	159,435
Total Commissioners	\$ 1,600,478	\$ -	\$ 1,600,478	\$ 114,833	\$ 1,037,294	65%	\$ -	\$ 563,184
Administration								
Salaries	\$ 471,969	\$ -	\$ 471,969	\$ 48,887	\$ 442,164	94%	\$ -	\$ 29,805
Other Operating Expenditures								
Total Contractual Services	294,063	(2,472)	291,591	12,323	105,581	36%	-	186,010
Total Supplies & Materials	33,134	2,472	35,606	6,329	17,868	50%	-	17,738
Total Fixed Charges	133,426	-	133,426	10,682	85,745	64%	-	47,681
Total Travel	20,000	-	20,000	117	7,735	39%	-	12,265
Total Equipment	-	-	-	-	-	0%	-	-
Total Other Operating Exp	480,623	-	480,623	29,451	216,930	45%	-	263,693
Total Administration	\$ 952,592	\$ -	\$ 952,592	\$ 78,338	\$ 659,094	69%	\$ -	\$ 293,498
Claims								
Salaries	\$ 394,463	\$ -	\$ 394,463	\$ 26,096	\$ 255,020	65%	\$ -	\$ 139,443
Other Operating Expenditures								
Total Contractual Services	40,570	-	40,570	293	15,158	37%	-	25,412
Total Supplies & Materials	24,600	-	24,600	1,454	11,063	45%	-	13,537
Total Fixed Charges	82,234	-	82,234	6,103	51,172	62%	-	31,062
Total Travel	2,100	-	2,100	-	26	1%	-	2,074
Total Other Operating Exp	149,504	-	149,504	7,850	77,419	52%	-	72,085
Total Claims	\$ 543,967	\$ -	\$ 543,967	\$ 33,946	\$ 332,440	61%	\$ -	\$ 211,528
Insurance and Medical Services								
Salaries	\$ 472,119	\$ -	\$ 472,119	\$ 43,609	\$ 348,732	74%	\$ -	\$ 123,387
Other Operating Expenditures								
Total Contractual Services	98,898	-	98,898	4,541	45,340	46%	-	53,558
Total Supplies & Materials	20,800	-	20,800	977	12,354	59%	-	8,446
Total Fixed Charges	63,090	-	63,090	4,357	37,788	60%	-	25,302
Total Travel	1,350	-	1,350	-	-	0%	-	1,350
Total Other Operating Exp	184,138	-	184,138	9,875	95,482	52%	-	88,656
Total Insurance and Medical Services	\$ 656,257	\$ -	\$ 656,257	\$ 53,484	\$ 444,215	68%	\$ -	\$ 212,042
Judicial								
Salaries	\$ 390,995	\$ -	\$ 390,995	\$ 21,989	\$ 213,509	55%	\$ -	\$ 177,486
Other Operating Expenditures								
Total Contractual Services	35,522	-	35,522	238	15,656	44%	-	19,866
Total Supplies & Materials	29,270	-	29,270	826	7,228	25%	-	22,042
Total Fixed Charges	70,545	-	70,545	5,343	44,876	64%	-	25,669
Total Travel	5,445	-	5,445	-	139	3%	-	5,306
Total Other Operating Exp	140,782	-	140,782	6,407	67,899	48%	-	72,883
Total Judicial	\$ 531,777	\$ -	\$ 531,777	\$ 28,397	\$ 281,408	53%	\$ -	\$ 250,369
Totals By Departments								
Department Totals								
Commissioners	\$ 1,600,478	\$ -	\$ 1,600,478	\$ 114,833	\$ 1,037,294	65%	\$ -	\$ 563,184
Administration	952,592	-	952,592	78,338	659,094	69%	-	293,498
Claims	543,967	-	543,967	33,946	332,440	61%	-	211,528
Insurance & Medical	656,257	-	656,257	53,484	444,215	68%	-	212,042
Judicial	531,777	-	531,777	28,397	281,408	53%	-	250,369
Total Departmental Expend	\$ 4,285,071	\$ -	\$ 4,285,071	\$ 308,997	\$ 2,754,450	64%	\$ -	\$ 1,530,621
Employer Contributions	930,371	15,635	946,006	75,164	649,788	69%	-	296,218
Total General & Earmarked Funds	\$ 5,215,442	\$ 15,635	\$ 5,231,077	\$ 384,161	\$ 3,404,238	65%	\$ -	\$ 1,826,839

South Carolina Workers' Compensation Commission
2013 - 2014 Budget
February 28, 2014

General Appropriation

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.67%				
				Expended February	Year to Date	%	Encumb	Balance
Commissioners								
Salaries								
Chairman	\$ 118,890	\$ -	\$ 118,890	\$ 9,508	\$ 80,814	68%	\$ -	\$ 38,076
Commissioner	684,540	-	684,540	57,445	488,283	71%	-	196,258
Terminal Leave	-	-	-	-	-	0%	-	-
Classified Employees	299,804	-	299,804	19,015	161,628	54%	-	138,177
Total Commissioners	1,103,234	-	1,103,234	85,968	730,724	66%	-	372,510
Administration								
Salaries								
Director	\$ 96,976	\$ -	\$ 96,976	\$ 8,081	\$ 68,691	71%	\$ -	\$ 28,285
Classified Positions	46,169	-	46,169	3,847	32,703	71%	-	13,466
Total Administration	143,145	-	143,145	11,929	101,394	71%	-	41,751
Claims								
Salaries								
Classified Positions	\$ 63,487	\$ -	\$ 63,487	\$ 3,125	\$ 9,738	15%	\$ -	\$ 53,749
Terminal Leave	13,736	-	13,736	-	13,736	100%	-	(0)
Total Claims	77,223	-	77,223	3,125	23,475	30%	-	53,749
Insurance and Medical Services								
Salaries								
Classified Positions	\$ 26,110	\$ -	\$ 26,110	\$ 2,176	\$ 22,344	86%	\$ -	\$ 3,766
Total Ins and Medical Svcs	26,110	-	26,110	2,176	22,344	86%	-	3,766
Judicial								
Salaries								
Classified Positions	\$ 28,693	\$ -	\$ 28,693	\$ 2,851	\$ 23,543	82%	\$ -	\$ 5,150
Total Judicial	28,693	-	28,693	2,851	23,543	82%	-	5,150
General Funds								
Department Totals								
Commissioners	\$ 1,103,234	\$ -	\$ 1,103,234	\$ 85,968	\$ 730,724	66%	\$ -	\$ 372,510
Administration	143,145	-	143,145	11,929	101,394	71%	-	41,751
Claims	77,223	-	77,223	3,125	23,475	30%	-	53,748
Insurance & Medical	26,110	-	26,110	2,176	22,344	86%	-	3,766
Judicial	28,693	-	28,693	2,851	23,543	82%	-	5,150
Total Departmental Expend	\$ 1,378,405	\$ -	\$ 1,378,405	\$ 106,048	\$ 901,480	65%	\$ -	\$ 476,925
Employer Contributions	464,971	15,635	480,606	34,818	293,121	61%	-	187,485
Total General Fund Appropriations	\$ 1,843,376	\$ 15,635	\$ 1,859,011	\$ 140,866	\$ 1,194,600	64%	\$ -	\$ 664,411

South Carolina Workers' Compensation Commission
2013 - 2014 Budget
February 28, 2014

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.67%				
				Expended February	Year to Date	%	Encumb	Balance
Commissioners								
Salaries								
Taxable Subsistence	\$ 72,350	\$ -	\$ 72,350	\$ 3,435	\$ 41,111	57%	\$ -	\$ 31,239
Total Salaries	72,350	-	72,350	3,435	41,111	57%	-	31,239
Other Operating Expenditures								
Contractual Services								
Copying Equipment Service	1,300	-	1,300	-	-	0%	-	1,300
Data Processing Services	34,000	-	34,000	-	17,460	51%	-	16,540
Freight Express Delivery	100	-	100	-	-	0%	-	100
Telephone	3,500	-	3,500	309	2,482	71%	-	1,018
Cellular Phone Service	11,500	-	11,500	810	6,051	53%	-	5,449
Legal Services/Attorney Fees	150,675	-	150,675	8,876	85,657	57%	-	65,018
Other Professional Services	200	-	200	-	430	215%	-	(230)
Total Contractual Services	201,275	-	201,275	9,995	112,080	56%	-	89,195
Supplies & Materials								
Office Supplies	2,900	-	2,900	265	1,833	63%	-	1,067
Copying Equipment	2,300	-	2,300	248	1,582	69%	-	718
Printing	1,800	-	1,800	-	814	45%	-	986
Data Processing Supplies	50	-	50	87	104	207%	-	(54)
Postage	4,800	-	4,800	301	2,565	53%	-	2,235
Maint/Janitorial Supplies	150	-	150	23	85	57%	-	65
Motor Vehicle Supp/Gasoline	50	-	50	-	56	112%	-	(6)
Other Supplies	70	-	70	-	-	0%	-	70
Total Supplies & Materials	12,120	-	12,120	925	7,039	58%	-	5,081
Fixed Charges								
Rental-Cont Rent Payment	1,000	-	1,000	71	506	51%	-	494
Rent-Non State Owned Property	143,000	-	143,000	11,940	95,520	67%	-	47,480
Insurance-State	8,300	-	8,300	-	9,011	109%	-	(711)
Insurance-Non State	1,169	-	1,169	-	-	0%	-	1,169
Dues & Memberships	430	-	430	-	650	151%	-	(220)
Total Fixed Charges	153,899	-	153,899	12,011	105,687	69%	-	48,212
Travel (Includes Leased Car)								
In State - Meals (Non-Reportable)	200	-	200	-	277	139%	-	(77)
In State - Auto Mileage	18,000	(6)	17,994	930	10,734	60%	-	7,260
In State - Misc Exp	-	6	6	6	6	100%	-	-
In State - Subsistence Allowance	9,000	-	9,000	1,548	11,967	133%	-	(2,967)
Out State - Meals	100	-	100	16	337	337%	-	(237)
Out State - Auto Mileage	300	-	300	-	-	0%	-	300
Leased Car	30,000	-	30,000	-	17,332	58%	-	12,668
Total Travel	57,600	-	57,600	2,500	40,653	71%	-	16,947
Total Other Operating Expenditures	424,894	-	424,894	25,430	265,459	62%	-	159,435
Total Commissioners	\$ 497,244	\$ -	\$ 497,244	\$ 28,865	\$ 306,570	62%	\$ -	\$ 190,674

South Carolina Workers' Compensation Commission
2013 - 2014 Budget
 February 28, 2014

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.67%				
				Expended February	Year to Date	%	Encumb	Balance
Administration								
Salaries								
Classified Positions	\$ 316,210	\$ -	316,210	\$ 34,625	\$ 313,953	99%	\$ -	\$ 2,257
Temporary Employees	12,614	-	12,614	2,334	26,817	213%	-	(14,203)
Terminal Leave	-	-	-	-	-	0%	-	-
Total Salaries	328,824	-	328,824	36,958	340,770	104%	-	(11,946)
Other Operating Expenditures								
Contractual Services								
Office Equipment Service	8,100	-	8,100	-	2,508	31%	-	5,592
Copying Equipment Service	3,000	-	3,000	-	-	0%	-	3,000
Print/Bind/Advertisement	10,000	-	10,000	-	1,632	16%	-	8,368
Print Pub Annual Reports	6,000	-	6,000	-	-	0%	-	6,000
Data Processing Services	213,993	(2,472)	211,521	10,803	93,815	44%	-	117,706
Freight Express Delivery	1,800	-	1,800	-	142	8%	-	1,658
Telephone	7,060	-	7,060	270	2,264	32%	-	4,796
Cellular Phone Service	5,000	-	5,000	248	1,638	33%	-	3,362
Education & Training Services	5,000	-	5,000	-	-	0%	-	5,000
Attorney Fees	25,000	-	25,000	-	194	1%	-	24,806
General Repair	1,500	-	1,500	-	-	0%	-	1,500
Audit Acct Finance	110	-	110	-	114	104%	-	(4)
Catered Meals	4,000	-	4,000	-	1,698	42%	-	2,302
Other Professional Services	1,500	-	1,500	1,003	1,003	67%	-	497
Other Contractual Services	2,000	-	2,000	-	574	29%	-	1,426
Total Contractual Services	294,063	(2,472)	291,591	12,323	105,581	36%	-	186,010
Supplies & Materials								
Office Supplies	9,500	-	9,500	4,831	8,654	91%	-	846
Copying Equipment Supplies	4,434	-	4,434	426	1,383	31%	-	3,051
Printing	3,500	-	3,500	-	1,210	35%	-	2,290
Data Processing Supplies	2,300	2,472	4,772	339	3,428	72%	-	1,344
Postage	8,000	-	8,000	714	2,808	35%	-	5,192
Maint/Janitorial Supplies	1,000	-	1,000	18	300	30%	-	700
Fees & Fines	1,800	-	1,800	-	-	0%	-	1,800
Gasoline/ Motor Vehicle Supply	100	-	100	-	85	85%	-	15
Employee Recog Award	1,500	-	1,500	-	-	0%	-	1,500
Other Supplies	1,000	-	1,000	-	-	0%	-	1,000
Total Supplies & Materials	33,134	2,472	35,606	6,329	17,868	50%	-	17,738
Fixed Charges								
Rental-Cont Rent Payment	6,000	-	6,000	259	2,621	44%	-	3,379
Rent-Non State Owned Property	95,000	-	95,000	7,726	63,657	67%	-	31,343
Rent-Other	11,000	-	11,000	860	7,572	69%	-	3,428
Insurance-State	7,490	-	7,490	-	3,653	49%	-	3,837
Insurance-Non State	750	-	750	-	-	0%	-	750
Dues and Memberships	5,000	-	5,000	125	4,840	97%	-	160
Sales Tax Paid	8,186	-	8,186	1,712	3,403	42%	-	4,783
Total Fixed Charges	133,426	-	133,426	10,682	85,745	64%	-	47,681
Travel (Includes Leased Car)								
In State - Meals Non/ Reportable	1,000	-	1,000	-	212	21%	-	788
Reportable Meals	1,000	-	1,000	117	631	63%	-	369
In State - Lodging	1,000	-	1,000	-	406	41%	-	595
In State - Auto Mileage	-	1,000	1,000	-	299	30%	-	701
In State - Registration Fees	2,000	(1,000)	1,000	-	125	13%	-	875
Out State - Lodging	-	400	400	-	324	81%	-	76
Out State - Meals	-	100	100	-	75	75%	-	25
Leased Car	15,000	(500)	14,500	-	5,664	39%	-	8,836
Total Travel	20,000	-	20,000	117	7,735	39%	-	12,265
Equipment								
Equipment Data Processing- PC's	-	-	-	-	-	0%	-	-
Total Equipment	-	-	-	-	-	0%	-	-
Total Other Operating Expenditures	480,623	-	480,623	29,451	216,930	45%	-	263,693
Total Administration	\$ 809,447	\$ -	\$ 809,447	\$ 66,409	\$ 557,700	69%	\$ -	\$ 251,747

South Carolina Workers' Compensation Commission
2013 - 2014 Budget
February 28, 2014

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.67%				
				Expended February	Year to Date	%	Encumb	Balance
Claims								
Salaries								
Classified Positions	\$ 301,790	\$ (7,118)	\$ 294,672	\$ 21,863	\$ 213,148	72%	\$ -	\$ 81,524
Temporary Positions	15,450	-	15,450	1,108	11,280	73%	-	4,170
Terminal Leave	-	7,118	7,118	-	7,118	0%	-	0
Total Salaries	317,240	-	317,240	22,971	231,546	73%	-	85,694
Other Operating Expenditures								
Contractual Services								
Copying Equipment Service	1,800	-	1,800	-	-	0%	-	1,800
Data Processing Services	33,050	-	33,050	-	14,813	45%	-	18,237
Telephone	4,000	-	4,000	256	204	5%	-	3,796
Cellular Phone Service	1,720	-	1,720	37	142	8%	-	1,578
Total Contractual Services	40,570	-	40,570	293	15,158	37%	-	25,412
Supplies & Materials								
Office Supplies	2,000	-	2,000	210	1,013	51%	-	987
Copying Equipment	3,000	-	3,000	196	1,105	37%	-	1,895
Printing	1,500	-	1,500	-	645	43%	-	855
Data Processing Supplies	3,500	-	3,500	-	934	27%	-	2,566
Postage	14,000	-	14,000	1,030	7,298	52%	-	6,702
Maint/Janitorial Supplies	500	-	500	18	67	13%	-	433
Other Supplies	100	-	100	-	-	0%	-	100
Total Supplies & Materials	24,600	-	24,600	1,454	11,063	45%	-	13,537
Fixed Charges								
Rental-Cont Rent Payment	2,500	-	2,500	133	1,056	42%	-	1,444
Rent-Non State Owned Property	75,000	-	75,000	5,970	47,760	64%	-	27,240
Insurance-State	2,800	-	2,800	-	2,356	84%	-	444
Insurance-Non State	134	-	134	-	-	0%	-	134
Equipment- Copying	800	-	800	-	-	0%	-	800
Equipment Maintenance	1,000	-	1,000	-	-	0%	-	1,000
Total Fixed Charges	82,234	-	82,234	6,103	51,172	62%	-	31,062
Travel (Includes Leased Car)								
In State - Meals (Non-Reportable)	300	-	300	-	-	0%	-	300
In State - Lodging	600	-	600	-	-	0%	-	600
In State - Auto Mileage	600	-	600	-	-	0%	-	600
In-State Registration	200	-	200	-	-	0%	-	200
Reportable Meals	400	-	400	-	26	7%	-	374
Total Travel	2,100	-	2,100	-	26	1%	-	2,074
Total Other Operating Expenditures	149,504	-	149,504	7,850	77,419	52%	-	72,085
Total Claims	\$ 466,744	\$ -	\$ 466,744	\$ 30,821	\$ 308,965	66%	\$ -	\$ 157,779

South Carolina Workers' Compensation Commission
2013 - 2014 Budget
February 28, 2014

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.67%			
				Expended February	Year to Date	%	Encumb
Insurance and Medical Services							
Salaries							
Classified Positions	430,540	-	430,540	41,433	326,388	76%	104,152
Temporary Employees	15,469	-	15,469	-	-	0%	15,469
Terminal Leave	0	-	0	0	0	0%	-
Total Salaries	446,009	-	446,009	41,433	326,388	73%	119,621
Other Operating Expenditures							
Contractual Services							
Office Equipment Service	100	-	100	-	-	0%	100
Copying Equipment Service	100	-	100	-	-	0%	100
Data Processing Services	55,000	-	55,000	17	27,798	51%	27,202
Telephone	2,300	-	2,300	237	1,746	76%	554
Cell Phone	1,000	-	1,000	53	397	40%	603
Catered Meals	1,600	-	1,600	-	-	0%	1,600
Other Professional Services	38,298	-	38,298	4,235	14,391	38%	23,907
Other Contractual Services	500	-	500	-	1,008	202%	(508)
Total Contractual Services	98,898	-	98,898	4,541	45,340	46%	53,558
Supplies & Materials							
Office Supplies	9,000	-	9,000	232	5,112	57%	3,888
Copying Equipment	2,500	-	2,500	217	1,221	49%	1,279
Printing	2,500	-	2,500	-	1,925	77%	575
Data Processing Supplies	500	-	500	-	527	105%	(27)
Postage	5,000	-	5,000	508	3,493	70%	1,507
Maintenance/Janitorial Supplies	150	-	150	20	74	50%	76
Building Materials	1,000	-	1,000	-	-	0%	1,000
Fees & Fines	50	-	50	-	-	0%	50
Other Supplies	100	-	100	-	-	0%	100
Total Supplies & Materials	20,800	-	20,800	977	12,354	59%	8,446
Fixed Charges							
Rental-Cont Rent Payment	2,500	-	2,500	76	494	20%	2,006
Rent-Non State Owned Property	52,000	-	52,000	4,214	33,713	65%	18,287
Rent-Other	2,000	-	2,000	67	837	42%	1,163
Insurance-State	2,500	-	2,500	-	2,554	102%	(54)
Insurance-Non State	148	-	148	-	-	0%	148
Equipment Maintenance	942	-	942	-	-	0%	942
Sales Tax Paid	3,000	-	3,000	-	190	6%	2,810
Total Fixed Charges	63,090	-	63,090	4,357	37,788	60%	25,302
Travel (Includes Leased Car)							
In State - Meals (Non-Reportable)	400	-	400	-	-	0%	400
In-State Registration	100	-	100	-	-	0%	100
Reportable Meals	150	-	150	-	-	0%	150
In State - Lodging	700	-	700	-	-	0%	700
Total Travel	1,350	-	1,350	-	-	0%	1,350
Total Other Operating Expenditures	184,138	-	184,138	9,875	95,482	52%	88,656
Total Insurance and Medical Services	\$ 630,147	\$ -	\$ 630,147	\$ 51,308	\$ 421,870	67%	\$ -

South Carolina Workers' Compensation Commission
2013 - 2014 Budget
February 28, 2014

Earmarked Funds

	Original Budget	Budget Amendments	Amended Budget	Year-To-Date : 66.67%				
				Expended February	Year to Date	%	Encumb	Balance
Judicial								
Salaries								
Classified Positions	\$ 360,302	\$ -	\$ 360,302	\$ 19,138	\$ 188,782	52%	\$ -	\$ 171,520
Temporary Employees	2000	-	2000	0	1184	59%	-	816
Total Salaries	362,302	-	362,302	19,138	189,966	52%	-	172,336
Other Operating Expenditures								
Contractual Services								
Office Equipment Services	80	-	80	-	-	0%	-	80
Copy Equipment Services	850	-	850	-	-	0%	-	850
Print/Bind/Advertisement	800	-	800	-	-	0%	-	800
Data Processing Services	29,972	-	29,972	-	13,719	46%	-	16,253
Telephone	2,500	-	2,500	185	1,488	60%	-	1,012
Cellular Phone Service	1,120	-	1,120	53	370	33%	-	750
Other Professional Services	200	-	200	-	80	40%	-	120
Total Contractual Services	35,522	-	35,522	238	15,656	44%	-	19,866
Supplies & Materials								
Office Supplies	4,000	-	4,000	188	1,041	26%	-	2,959
Copying Equipment Supplies	2,500	-	2,500	175	1,367	55%	-	1,133
Printing	2,000	-	2,000	-	577	29%	-	1,423
Data Processing Supplies	2,500	-	2,500	-	467	19%	-	2,033
Postage	18,000	-	18,000	447	3,716	21%	-	14,284
Maintenance/Janitorial Supplies	150	-	150	17	60	40%	-	90
Promotional Supplies	20	-	20	-	-	0%	-	20
Other Supplies	100	-	100	-	-	0%	-	100
Total Supplies & Materials	29,270	-	29,270	826	7,228	25%	-	22,042
Fixed Charges								
Rental-Cont Rent Payment	3,000	-	3,000	76	494	16%	-	2,506
Rent-Non State Owned Property	65,300	-	65,300	5,268	42,141	65%	-	23,159
Rent-Other	125	-	125	-	-	0%	-	125
Insurance-State	2,000	-	2,000	-	2,241	112%	-	(241)
Insurance-Non State	120	-	120	-	-	0%	-	120
Total Fixed Charges	70,545	-	70,545	5,343	44,876	64%	-	25,669
Travel (Includes Leased Car)								
In State - Meals / Non-Reportable	450	-	450	-	-	0%	-	450
Reportable Meals	770	-	770	-	7	1%	-	763
In State - Lodging	2,200	-	2,200	-	-	0%	-	2,200
In State - Auto Mileage	1,800	-	1,800	-	123	7%	-	1,677
In State - Misc Travel Expense	25	-	25	-	9	36%	-	16
In-State Registration	100	-	100	-	-	0%	-	100
Out State - Auto Mileage	100	-	100	-	-	0%	-	100
Total Travel	5,445	-	5,445	-	139	3%	-	5,306
Total Other Operating Expenditures	140,782	-	140,782	6,407	67,899	48%	-	72,883
Total Judicial	\$ 503,084	\$ -	\$ 503,084	\$ 25,546	\$ 257,865	51%	\$ -	\$ 245,219
Earmarked Funds								
Department Totals								
Commissioners	\$ 497,244	\$ -	\$ 497,244	\$ 28,865	\$ 306,570	62%	\$ -	\$ 190,674
Administration	809,447	-	809,447	66,409	557,700	69%	-	251,747
Claims	466,744	-	466,744	30,821	308,965	66%	-	157,779
Insurance & Medical	630,147	-	630,147	51,308	421,870	67%	-	208,277
Judicial	503,084	-	503,084	25,546	257,865	51%	-	245,219
Total Departmental Expend	\$ 2,906,666	\$ -	\$ 2,906,666	\$ 202,949	\$ 1,852,971	64%	\$ -	\$ 1,053,695
Employer Contributions	465,400	-	465,400	40,346	356,667	77%	-	108,733
Total Earmarked Funds	\$ 3,372,066	\$ -	\$ 3,372,066	\$ 243,295	\$ 2,209,638	66%	\$ -	\$ 1,162,428
Capital / Computer Project Carryforward	\$ -	\$ -	\$ -	\$ -	\$ -	0%	\$ -	\$ -

MEMORANDUM

Date: March 12, 2014

TO: Mr. Gary Cannon
Executive Director

FROM: Cathy Floyd
Human Resources

SUBJECT: Human Resources Report Period of February 12 – March 11, 2014

Below is a summary of the Human Resources activity for the period of February 12 – March 11, 2014.

Employee Relations (ER)

- Executive Leadership Team (ELT)
 - Serve as the lead for 2 ELT projects and a member of 6 additional project teams
 - As the team lead, coordinate the meeting times and locations, set the meeting agenda, ensure all necessary personnel resources are involved with the project
 - As a team member, attend meetings, research and provide information to the teams as needed
 - A follow-up meeting was held March 6 - secured a location for the follow-up meeting and coordinated with the Executive Director to ensure all materials needed were available, ensured the room was configured as requested, participated in the session
- 2013 Employee of the Year nomination process has completed
 - A selection committee will be formed to choose a winner from the nominees
- Multiple emails were issued reminding employees of the procedures to be followed regarding hazardous weather, department directors were encouraged to also develop departmental communication plans for closings and delays
- Assist in the coordination of physical moves
 - Coordinated the furnishing of the new reception area
 - Coordinate with IT, building maintenance and Department of Corrections to ensure all required items are handled prior to and during moves
- Continued working on the Commission's role in the combined format of the State's required employer posters, ensure the Commission's information is up-to-date and accurate, coordinating with SC Department of Labor, Licensing and Regulation on the combined poster and the sale of those posters by the Commission
- Ensure timely communication with all employees regarding events hosted by the Commission, Prevention Partners, other State agencies and CBRE through email, employee website updates coordinated with the Commission's Website Coordinator and/or posting of flyers
- The Social Committee has begun working on the event planning for the year to include planning for the offsite annual holiday event

Recruitment and Selection

- Receptionist Position
 - Total of 524 applications received for the position
 - Position was offered to and accepted by Rita Regal
 - Reviewed all applications received and determined eligibility, contacted all applicants selected for an interview and scheduled the interviews, coordinated with interview panel as needed to provide information, followed-up with all applicants as needed

regarding various inquiries received, notified all applicants not selected for the position

- Temporary Law Clerk
 - Position was offered to and accepted by Marlene Johnson-Moore
- Insurance Claims Examiner II Position
 - Received 42 applications for the position
 - Two applicants withdrew their application
 - Ten interviews were conducted March 10 and 11
 - Reviewed all applications received and determined eligibility, contacted all applicants selected for an interview and scheduled the interviews, coordinated with initial interview panel as needed to provide information, followed-up with all applicants as needed regarding various inquiries received

Benefits

- Assisted two employees with retirement related issues
 - Counseled with employees and discussed the options available to them based on the employee's length of service, age and any possible extenuating circumstances, contacted the Public Employee Benefit Authority for clarification as needed
- Completed two inquiries with the Retirement Systems
 - As notified by the Public Employee Benefit Authority using the retirement system employer portal, researched data to be entered in the portal and printed a copy to be kept in the employee's file for auditing purposes

SC Enterprise Information System (SCEIS)

- Processed two new hires/re-employment actions
 - Completed all necessary induction paperwork to place the employee on payroll and used eVerify to ensure eligibility to work through Homeland Security, coordinated with PEBA Insurance Services and Retirement Services to transfer all information to our agency, coordinated with SCEIS to ensure proper leave balance transfer and employee history transfer
- A Human Resources Letter was issued detailing the approved hazardous weather paid leave and how to enter the absences into the MySCEmployee portal
- Processed one employment verification
 - Received notification from an outside source requesting verification of employment, ensure that the employee has authorized the release of information, researched the requested information, completed and submitted the form from the outside source and made copies of completed packet to be kept in the employee's personnel file for auditing purposes
- Continue to assist employees with leave and time issues caused by SCEIS
 - Employees continue to have intermittent leave and time issues related to SCEIS, as identified by the employee or the SCEIS collision report audited the employee's leave and/or time history to determine the error, coordinated with SCEIS in correcting the error and investigated possible corrections to prevent the issues from reoccurring
- Eighteen transactions were keyed into the system
 - Entered into the SCEIS system all required transactions to include time entry and corrections to employee data, leave entry corrections to employee data and position updates

Training

- Attended Mediation Theory and Skills Training, March 10 – 12
 - Offered through the State Department of Human Resources, the three-day course included exercises in negotiations as well as cooperative problem solving. Also covered were active listening skills, self-determination, impartiality, and how to handle conflicts of interest.

Finance Related

- Approved forty-seven SCEIS financial transactions
 - Within the SCEIS system approved deposits, purchase orders, invoices, and travel requests submitted by the Fiscal Manager

State of South Carolina

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Workers' Compensation Commission

To: Gary Cannon
SCWCC Executive Director
From: Betsy Hartman
IT Director
Date: March 11, 2014
Subject: IT Department February 2014 Full Commission Report

IT Department Activities for the Month of February

- Testing eFine project for Claims
- Form 18 fine assessment correction program implemented, all fines assessed correctly and up to date
- 12A Review report implemented and now printing on Barbara James printer every morning
- Received new monitors. Waiting on laptops and workstations
- Two new copier/scanners installed. PC to fax to be installed
- Reevaluating document types for upload to separate APA and Exhibit; Transcripts and depositions.
- Working on ePayment design for View image and forms with fees/fines
- Set up two scanners in File Room and moved the other two to the Judicial counter an claims counter
- KeyMark completed the script to add a time and date stamp and convert PDF to .tiff for the upload project
- In development of workflows to process uploaded documents
- Moved Diana Gantt, Keith Roberts, Kelly Goodale, Valerie Deller
- Working with the ELT on projects
- Working with Commissioners on using iPad application for Appeal Hearings

Committee/Conferences attended in January 2014

Information Technology Solutions Committee (ITSC) meeting at DSIT
IT Training Center Business Advisory Council – Vocational Rehabilitation
Quality Forum Steering Committee meeting for the Governors' Quality Award training program

The Project List is being changed to correspond with the Executive Leadership Team Interdepartmental Team assignments and to list all SCWCC Strategic Goals.

WCC IT Projects Status Report							
Period Ending	1/30/2014			Status Key:	Not Started	On Track	Timing
SCWCC Strategic Goals							
1	Implement Phase II of system to receive payments for Self-Insurance taxes and fees; fines; filing fees; document copying fee; fee for Medical Services Provider Manual; and other publications produced by the Commission.						
2	Develop and implement system to allow stakeholders to upload electronic documents via eCase.						
3	Develop system to receive Second Report of Injury (SROI) EDI Release 3 Forms 16 Section I and II, Form 16 S.						
4	Refine existing and define future performance metrics to assist Commission leadership and staff in the ongoing performance evaluation of the agency.						
5	Implement system to receive and process all Commission forms electronically including the scanning of all incoming case file documentation for electronic reference.						
6	Replace the claims manual review processes with electronic review and electronic notification of deficiency.						
7	Provide access to SCWCC claim file images via eCase web portal to registered users.						
	Enhance the eService via a mobile application to allow iPad use for review, processing and delivery of Single Commissioner Notices, Decision and Orders, and Full Commission orders and settlements						
8	Implement Second Report of Injury (SROI) EDI Release 3, Forms 16, 17, 18, and 19 electronically by implementing EDI Release 3 Second Report of Injury (SROI).						
9	Develop and implement system to automate all processes of the Rule to Show Cause hearings conducted by the Commission.						
10	Provide mobile electronic access to data to eliminate need for Commissioners to transport paper documents case file to hearings.						
11	Provide mobile electronic access to data to eliminate need for Commissioners to transport paper documents case file to hearings.						
12	Provide mobile electronic access to data to eliminate need for Commissioners to transport paper documents case file to hearings.						
13	Provide mobile electronic access to data to eliminate need for Commissioners to transport paper documents case file to hearings.						
14	Refine existing and define future performance metrics to assist Commission leadership and staff in the ongoing performance evaluation of the agency.						
15	Continue to ad hoc advisory committees and focus groups to communicate and partner with stakeholders for improvements in business processes and seek input on policy direction of the Commission.						

Strategic Goal	Key Projects	Sub Project	Estimated hours	Start Date	Estimated Completion Date	Lead	Issues / Comments
3, 8, 14	Team 1 - SROI		1/8/2014	TBD	TBD	Audra Higbe	start with identification of SROI capable Claim forms Review forms and edit, cross walk to file layout Development of Element Requirement Table, Event Table and Edit matrix
2, 14	Team 2 - Electronic Access	Upload from eCase user	50	11/1/2013	2/15/2013	Betsy Hartman	Working with AA's and Commissioners on document types to make them easier to upload and to locate documents APA and Exhibits to be separated as well as Transcribe and Depositions
2, 14		distribution of uploaded documents	40	2/1/2014	2/30/2014	Betsy Hartman	Amanda building workflow to distribute to appropriate personnel for processing
7, 10, 14		View Images	80	TBD	3/15/2014	Betsy	KeyMark in development of Web Service needed to view images from eCase.
4, 14	Team 3 - Switchboard updates	Review auto attendant	TBD	TBD	TBD	Diana Ganitt	
5, 14	Team 4 - Conversion to paperless	modifications to back filing process, creation of appellant record for FC and centralized scanning	TBD	TBD	TBD	Amy Bracy	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
1, 2, 5, 7, 14	Team 5 - eCase Enhancements	Make more user friendly, linking in eCase to also link in progress, modify navigation	TBD	TBD	TBD	Amy Bracy	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
	Team 6 - Outgoing Faxes	upgrade Xerox copier with Fax Card	10		TBD	Cathy Floyd	Copiers installed and PC to Fax installed Need to conduct training for staff
1, 14	Team 7 - Electronic Payments	electronic copy fee	25	11/1/2013	3/30/2014	Diana Ganitt	Commission approved \$20 fee for view image
1		fee payments for forms being uploaded	25	TBD	TBD	Diana Ganitt	develop requirements and design for allowing payments via eCase when uploading forms with payments
9, 14	Team 8 - RTBC process and automation		TBD			Wayne Ducote	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
6, 14	Team 9 - eService Fines and Claim Requests	Deliver Fines assessed by SCWCC to invoiced parties by email where applicable	75	11/1/2013	3/1/2014	Amanda Underhill	Code complete, in final testing stages Once signed off by Business Units will be implemented in production
	Team 10 - ProSe notification		TBD	TBD	TBD	Amy Bracy	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
	Team 11 - Security Strategic Planning	multiple projects to prioritize what security issues should be addressed and in what order	TBD	TBD	TBD	Betsy Hartman	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
	Team 12 - Personal security issues	Ensure the security of the Commission (facility, personnel, hearing venues and visiting constituents)	TBD	TBD	TBD	Wayne Ducote	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
	Team 13 - Professional Development	Staff Professional development, cross training and internal web training	TBD	TBD	TBD	Cathy Floyd	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
13, 14	Team 14 - Class Action Team	Review of current agency organization, staff PD's and current compensation ranges	TBD	TBD	TBD	Ginger Crocker	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
14	Team 15 - Web External Training	will provide external self-study online courses for stakeholders and constituents on the	TBD	TBD	TBD	Kim Ballentine	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
4, 14	Team 16 - Budget issues	template for the commission and implement the use of it to have department directors involved in	TBD	TBD	TBD	Diana Ganitt	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
4	Team 17 - Collections	actively collect and clear all outstanding fines and invoices and to have an accurate account of	TBD	TBD	TBD	Juliet Bush	Initial outline of project being presented to ELT for approval Final priority will be decided by Gary Cannon
6, 14	Replace the claims manual review process with electronic review		TBD	TBD	TBD	TBD	Not specifically mentioned but could be part of team 9's project
10	iPad application upgrades	OnBase upgrade	200	7/1/2014	TBD	Amanda Underhill / DSIT	Upgrade from version 10 to version 13
	Upgrade wccsqprProgress 10 2b D6		TBD			IT Staff	Complete testing in development

State of South Carolina



Workers' Compensation Commission

To: Mr. Gary Cannon
SCWCC Executive Director

From: Grant Duffield
IMS Director

Date: 10 – March – 2014

Subj: Insurance and Medical Services Department
February 2014 Full Commission Report

Please find attached information provided to summarize the status and workflow of initiatives currently underway within the Insurance and Medical Services (IMS) Department

In addition to the statistical data provided, please be advised of the following workflow initiatives:

- | | |
|---------------------|---|
| Compliance Division | <ol style="list-style-type: none">1. Working to identify metrics that better illustrate value of effort.2. Adjusting workflow process to include new Coverage and Compliance Officer3. Training of new Coverage-Compliance Officer |
| Coverage Division | <ol style="list-style-type: none">1. Working with staff to review workflow processes and explore opportunities to enhance service provision.2. Training Coverage-Compliance Assistant.3. Training of new Coverage-Compliance Officer. |
| Medical Services | <ol style="list-style-type: none">1. Identifying updates / edits needed within the Medical Services Provider Manual.2. Developing ICD-10 information to support our stakeholders during transition.3. Continue work with MedAssets to improve Medical Bill review process. |
| IMS Administration: | <ol style="list-style-type: none">1. Working with team-members to review / improve team processes and key functions.2. Working with Department Mgrs to provide cross coordination of mgmt. functions.3. Implementing peer to peer "360 review" evaluations.4. Working with in-house Counsel to improve RTSC case preparation process.5. Working with Executive Team concerning strategic planning and future needs forecasting. |

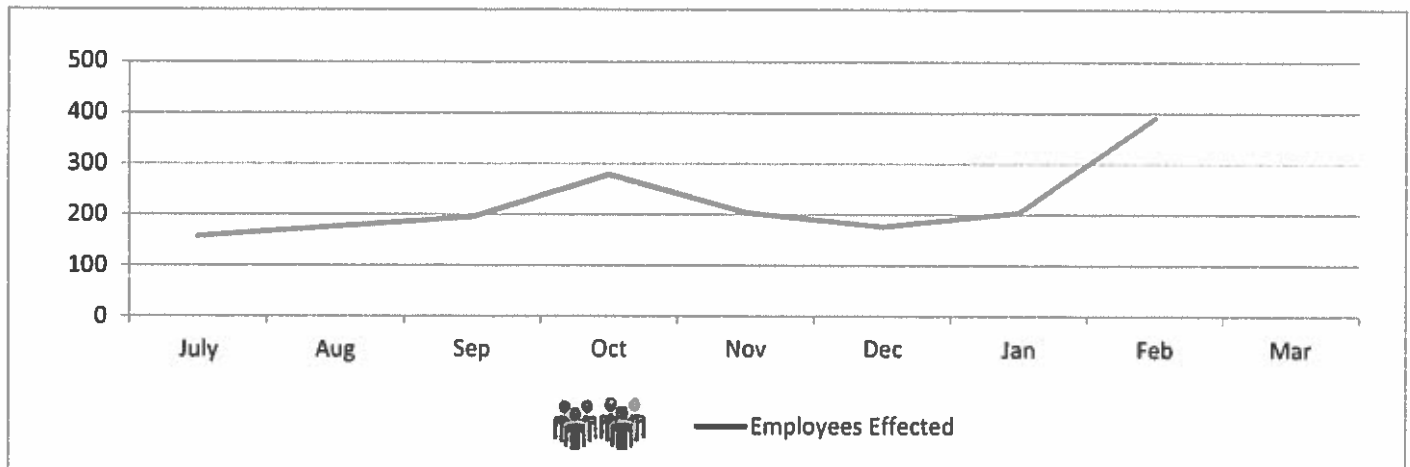
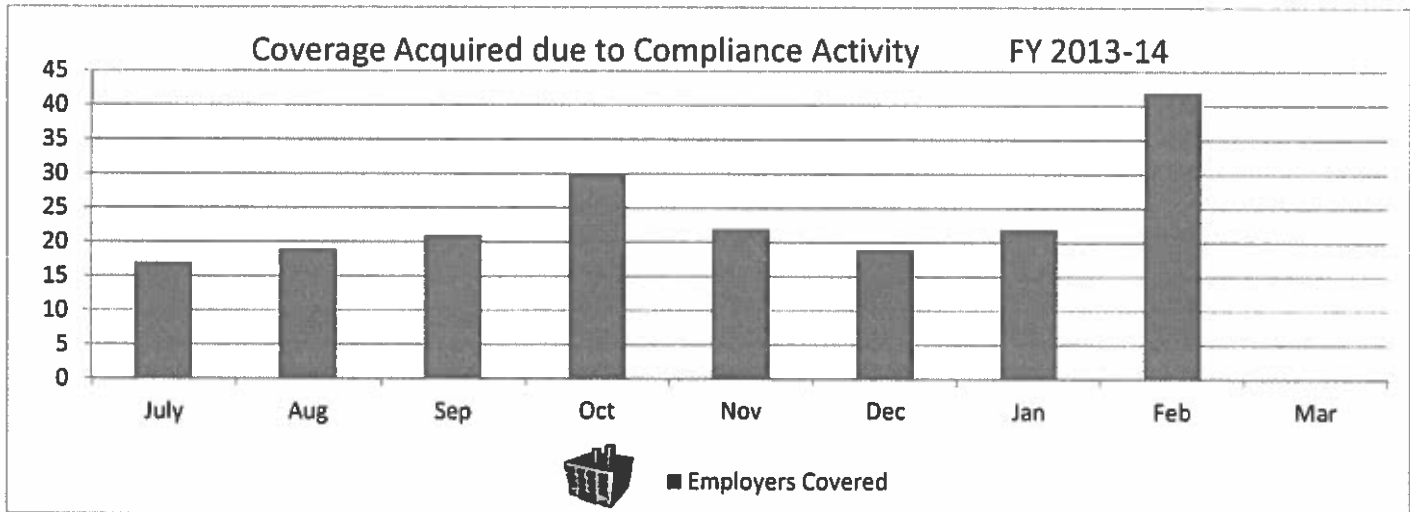
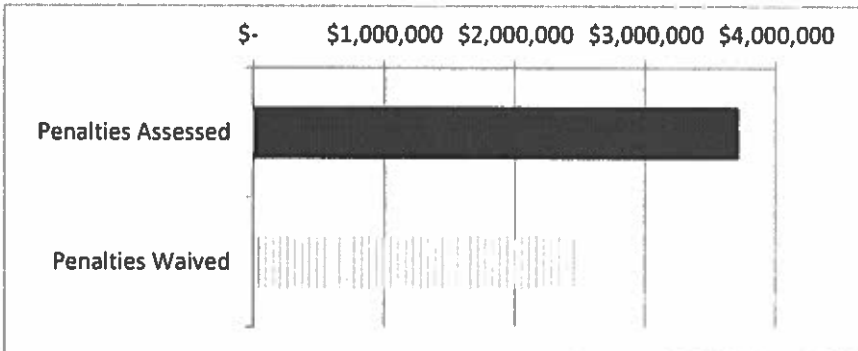
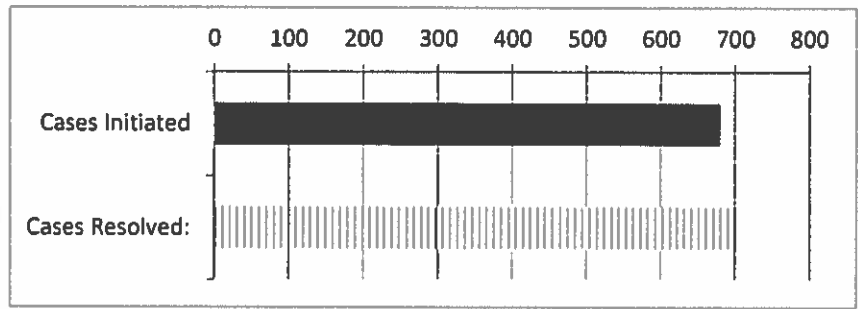
Mr. Cannon, while this summary is in no way all-inclusive, it may serve to assist you and our Commissioners in understanding the key initiatives underway in the IMS Department and provide measures by which the Department's effectiveness can be gauged. IMS welcomes any guidance that you and/or our Commissioners can provide concerning our performance and direction.

Employers Obtaining Coverage

For the Fiscal Year 2013 - 2014, the Compliance Division has worked with great diligence to help employers come into compliance with the South Carolina Workers' Compensation Act. Year to date, the Compliance Division has compelled 192 employers in South Carolina come into compliance with the Act. In so doing, approximately 1,800 previously uninsured workers are now properly covered.

Penalties Waived

Although the Division has assessed \$3.7 million in fines, over two-thirds of those fines (\$2.5m) have been waived/rescinded as employers have obtained insurance coverage or found not to be subject to the Act.



Carryover Caseload:

The Compliance Division closed February 2014 with 331 cases active, compared to an active caseload of 334 at the close of February 2013.

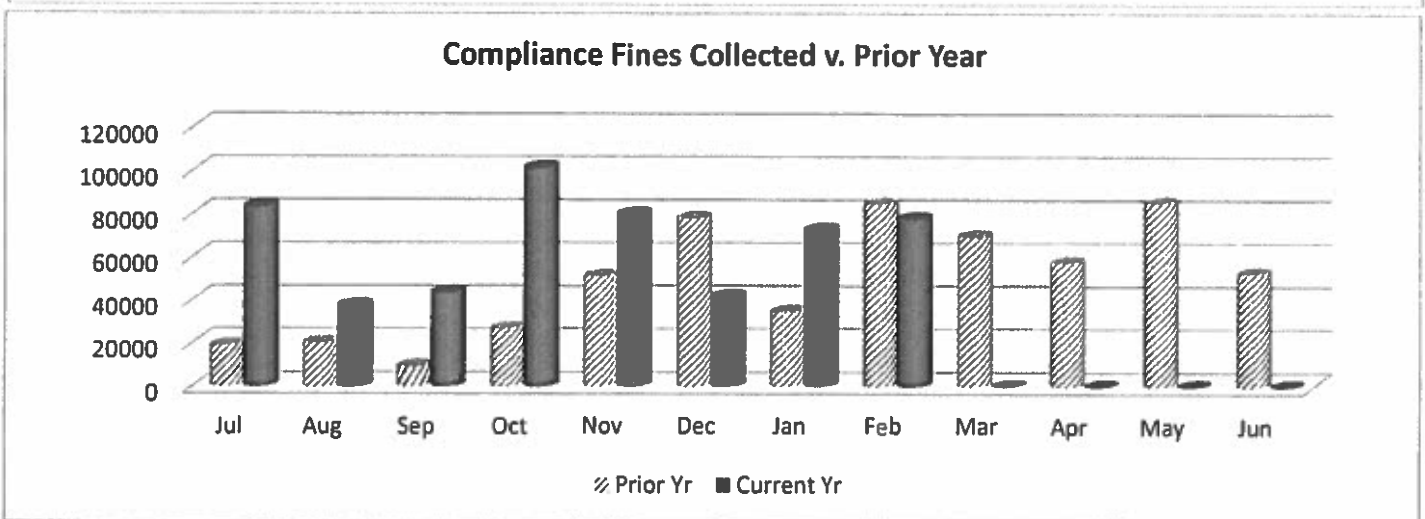
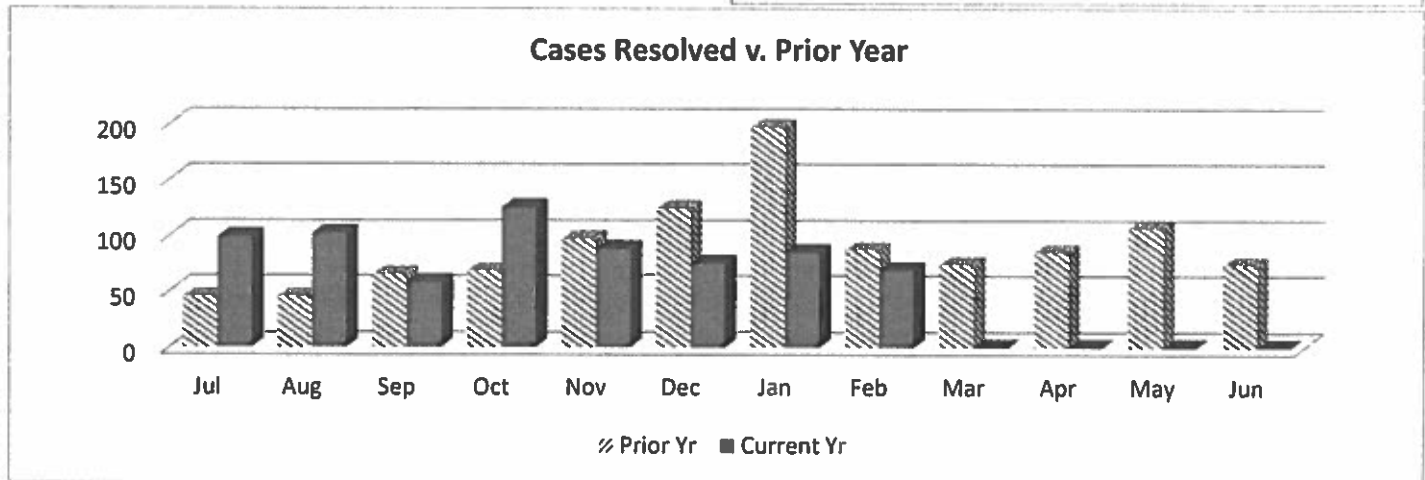
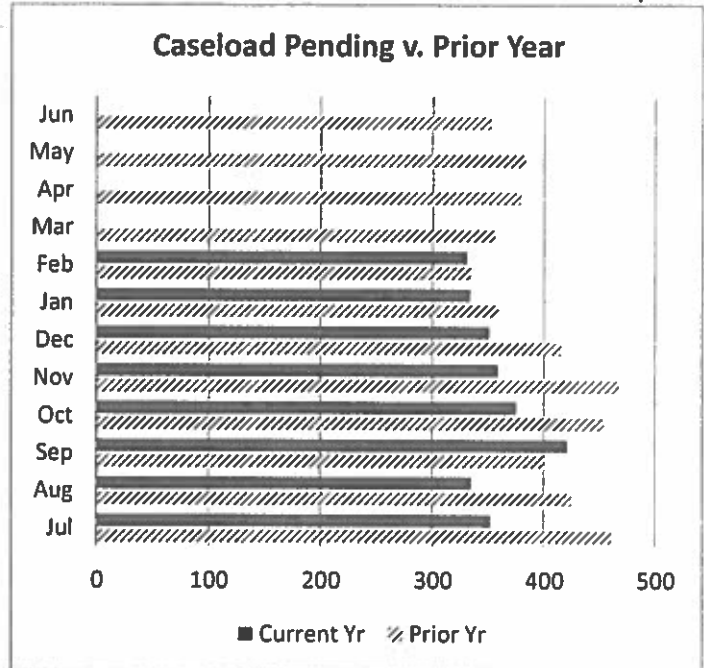
Cases Resolved:

Due to the decrease in carry-over, greater effort is focused on case resolution. For the month of February 2014, Compliance Division staff closed-out 69 cases.

Compliance Fines:

Year to Date, the Compliance Division has collected \$537,629 in fines which represents 92% of prior year's year-end collection (\$587,429). The Compliance Division Year-to-Date revenue trend is 166% of prior year, and month-on-month is at 92% of same month / prior year (February 2013).

Compliance fine revenue represents 19% of the Commission's annual earmarked revenue budget.



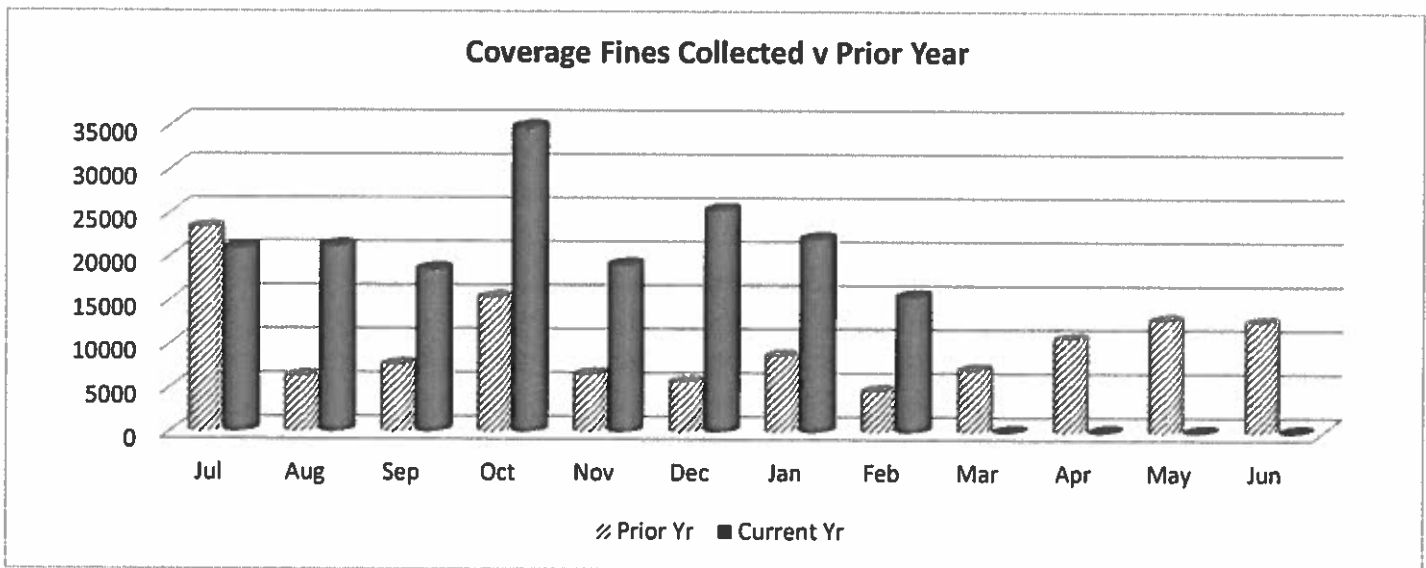
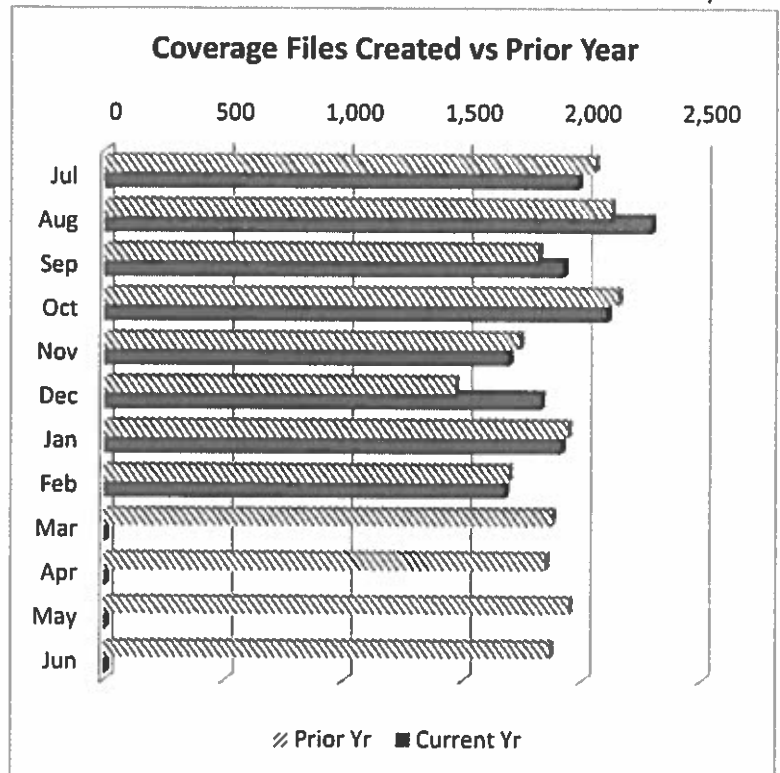
WCC Claim Files:

In February 2014, the Coverage Division created a total of 1,678 WCC Claim files. Of these, 1,412 were created electronically, and 266 were submitted in hard copy format. Year to Date, 15,411 Claim files have been created which is 103% of claim file volume for the same period in prior year(14,978).

Coverage Fines:

The Coverage Division collected \$15,400 in fine revenue in February 2014, as compared to \$4,600 in Coverage fines/penalties accrued during February 2013. Year on Year, Coverage fines are at 228% of collections for the same period.

Coverage Division fines represent 10% of the Commission's annual earmarked budget.



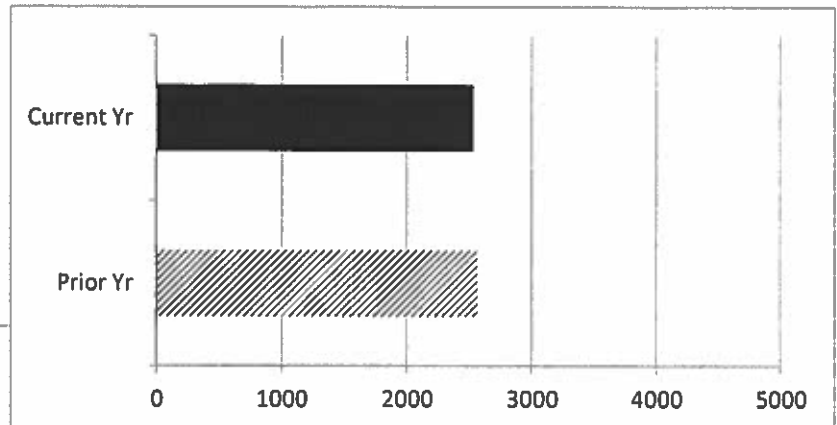
IMS SELF INSURANCE DIVISION

February 2014

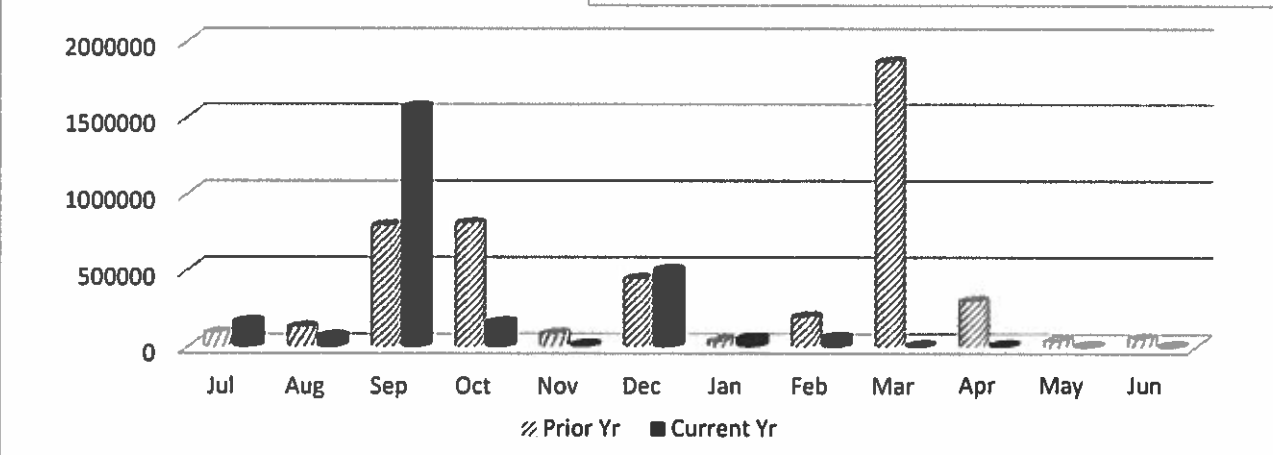
During the month of February 2014, the Self Insurance Division:

- * collected \$52,524 in self-insurance tax.
- * added 21 new self-insurers.
- * conducted 6 Self Insurance audits.

Year to Date, Self Insurance tax revenue is trending at 99% of prior year and 34 Self Insurance audits have been completed.



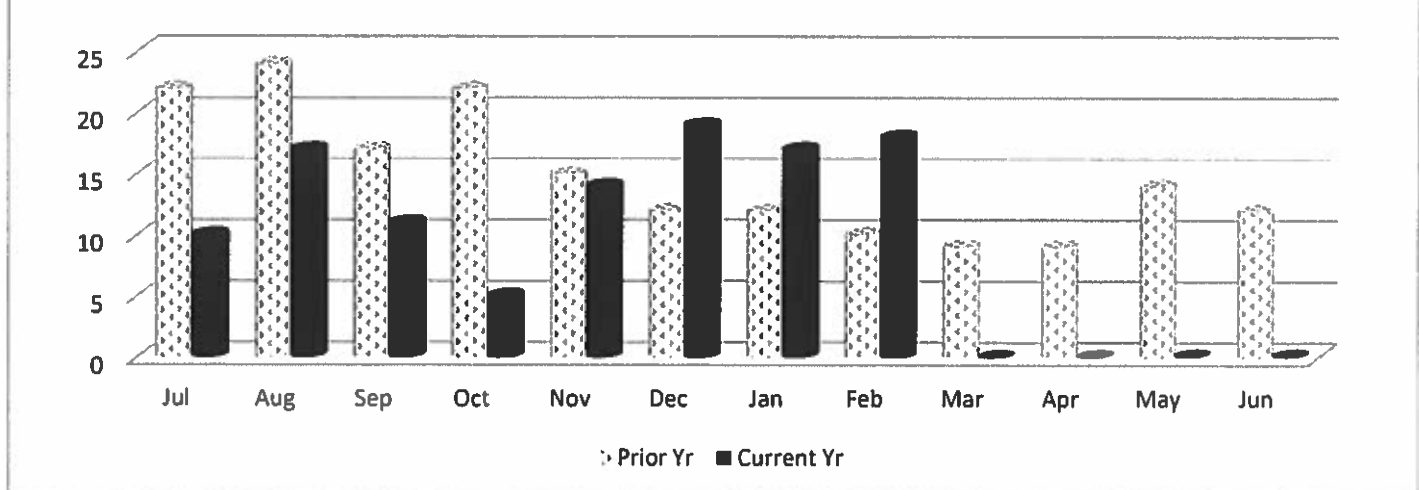
Self Insurance Tax Collections v. Prior Year



IMS MEDICAL SERVICES DIVISION

In February 2014, the Medical Services Division began the month with 17 bills pending review, received an additional 19 bills for review, conducted 18 bill reviews and ended the month with 18 bills pending.

Medical Bills Pending Review v. Prior Year



State of South Carolina



Workers' Compensation Commission

To: Gary Cannon
SCWCC Executive Director

From: Sonji Spann
Claims Director

Date: March 11, 2014

Subj: Claims Department
February 2014 Full Commission Report

Please find attached information provided to summarize key workflow benchmarks related to the functions of the Claims Department. In addition to the statistical data provided herein, please note the following information.

For the month of February 2014, the Claims Department has:

1. Closed 2210 individual case files.
2. Collected \$38,500 in Fine revenue.
3. The examiners reviewed 136 individual case files.
4. Continued to assist IMS in the processing of Carrier related Order and Rule to Show Cause Hearing matters.
5. Worked with IT to improve our intra departmental processes in an effort to continue to provide exceptional service.
6. Each examiner is processing all WCC Forms. The File Room scans all forms to the examiner according to their examiner number.
7. The claims' duties that were performed by Joan have been distributed to Mary Bost and Debbie Backman.
8. Conducted 179 informal conferences in 6 locations with 108 settled; 3 locations were cancelled due to snow.

	Five Year Claims Fine Collection History											
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
	FY 2009-2010, 2010-2011, 2011-2012, 2012-2013 and 2013-2014											
2009-2010	100,383	119,853	100,026	66,565	61,627	54,390	66,200	1,003,600	203,410	159,375	218,150	86,500
2010-2011	147,025	144,825	119,325	120,300	128,000	103,000	104,200	101,700	110,650	119,525	117,875*	124,650*
2011-2012	111,875	103,800	83,300	81,300	85,100	110,700	126,700	120,225	116,915	100,200	61,050	90,450
2012-2013	80,825	69,100	57,075	91,925	64,825	65,950	60,550	79,875	67,000	56,650	47,550	48,500
2013-2014	42,350	21,900	35,050	110,350	57,425	50,900	27,000	38,500				
*May collected figures include payments 5/1/2010 through 6/1/2010												
**June collected figure includes payments 6/1/2010 through 6/30/2010												

CLAIMS DEPARTMENT REPORT													
STATISTICS FOR FISCAL YEAR 2013-2014													
Prepared March 3, 2014													
	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
I. Claims Services Division													
Forms 15-I	1,321	1,476	1,284	1,262	1,104	1,085	1,252	1,053					9,837
Forms 15-III/Forms 17	672	723	965	919	814	916	943	798					6,750
Forms 16 for PP/Disf	255	264	273	253	263	235	180	152					1,875
Forms 18	4,363	4,436	4,287	4,507	4,041	4,407	4,539	4,517					35,097
Forms 20	842	947	979	942	796	773	821	740					6,840
Form 50 Claims Only	307	287	316	265	245	192	293	247					2,152
Form 61	658	575	770	724	578	775	723	552					5,355
Letters of Rep	131	144	158	123	111	82	121	112					982
Clinchers	883	681	797	770	708	876	865	760					6,340
Third Party Settlements	38	14	26	29	24	16	23	28					198
SSA Requests for Info	88	118	124	144	84	87	64	71					780
Cases Closed	1,970	2,154	2,561	3,116	2,348	1,967	2,235	2,210					18,561
Cases Reviewed	404	473	998	883	402	211	103	136					3,610
Total	11,932	12,292	13,538	13,937	11,518	11,622	12,162	11,376	0	0	0	0	98,377

CLAIMS DEPARTMENT REPORT

STATISTICS FOR FISCAL YEAR 2013-2014

Prepared March 3, 2014

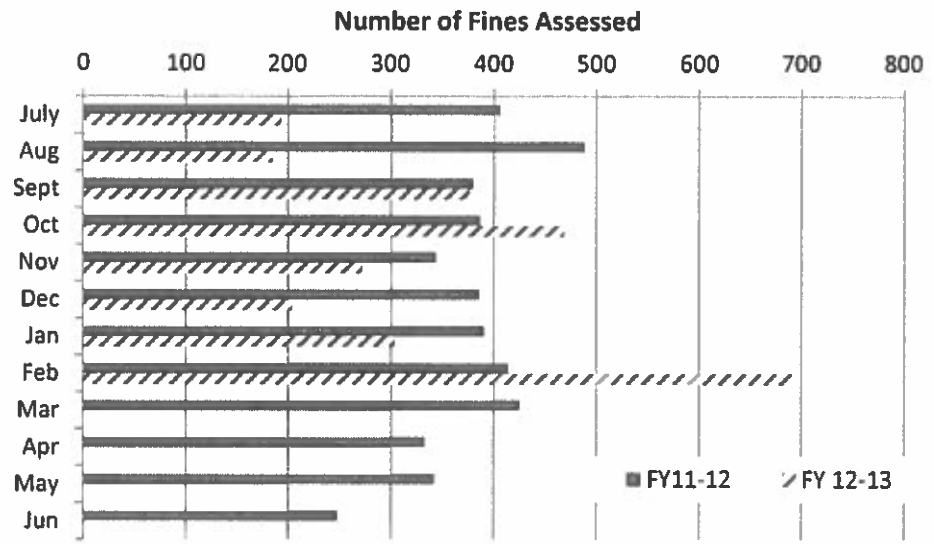
II. Fines Assessed by Claims Department

	July	August	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total
# Assessed	193	185	377	469	272	204	304	691					2,695
# Rescinded	43	44	30	52	65	24	121	83					462
# Reduced	1	6	5	8	2	1	15	2					40
# Paid	162	190	174	459	242	203	138	175					1,743
# Outstanding*	775	861	899	857	822	799	844	1,277					822
Total Amt. Assessed	\$40,000	\$39,000	\$93,500	\$127,250	\$69,350	\$42,750	\$67,200	\$143,600					622,650
Total Amt. Rescinded	\$10,700	\$8,500	\$7,850	\$9,900	\$15,100	\$4,800	\$26,450	\$16,800					100,100
Total Amt. Reduced	\$300	\$600	\$700	\$950	\$200	\$300	\$1,500	\$300					4,850
Net Assessed													
Total Amt. Paid	\$42,350	\$21,200	\$35,050	\$110,350	\$57,425	\$50,900	\$27,000	\$38,550					382,825
Total Outstanding*	\$154,569	\$172,369	\$213,619	\$219,669	\$216,294	\$203,044	\$215,294	\$303,244					216,294

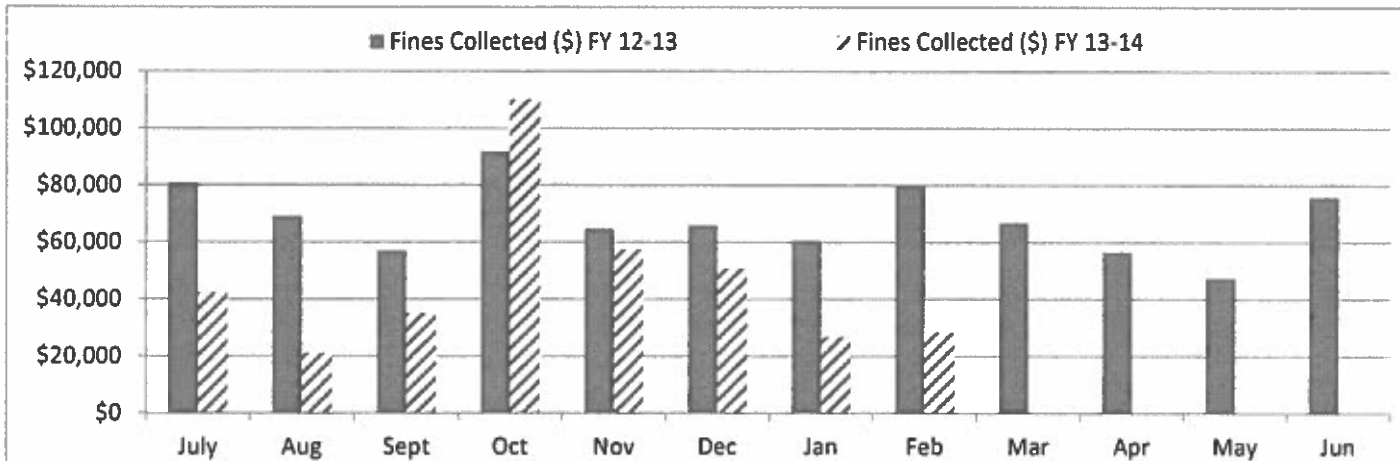
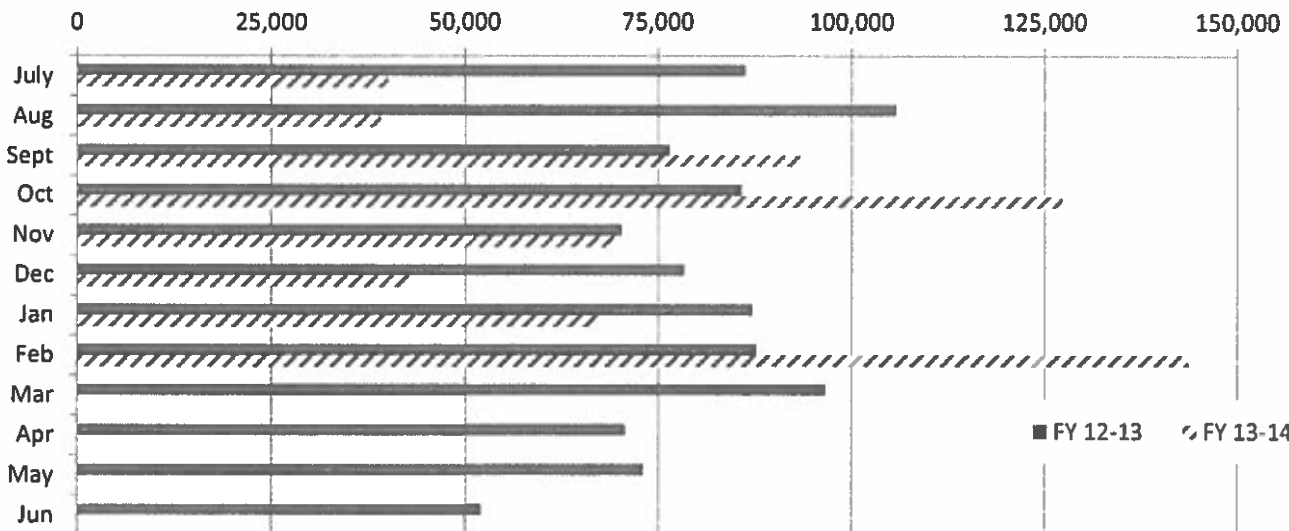
CLAIMS DEPARTMENT - Fine Activity Report Jan 2014

The number of fines assessed by the Claims Department increased in number to 691 from 304 in Feb. The number of Claims fines paid increased from 138 in Jan. to 175 in Feb.

Total fine dollars assessed in Feb. was \$143,600 an increase over prior month \$67,200. Fine revenue received in Feb. was \$28,550 an increase over prior month \$27,000.



Net Fines Assessed (\$)



Claims Department - Fine Activity Report -January 2014

Fines Assessed (#)

	FY12 -13	FY 13-14
July	406	193
Aug	489	185
Sept	380	377
Oct	387	469
Nov	344	272
Dec	386	204
Jan	391	304
Feb	414	691
Mar	425	0
Apr	333	0
May	342	0
Jun	248	0
Total	4,545	2,695
Mo Avg	379	337

Fines Received (#)

	FY 11-12	FY 12-13
July	363	162
Aug	314	190
Sept	275	174
Oct	437	459
Nov	295	242
Dec	313	203
Jan	302	138
Feb	373	175
Mar	334	0
Apr	307	0
May	235	0
Jun	371	0
Total	3,919	1,743
Mo Avg	478	218

Net Fines Assessed (\$)*

	FY 12-13	FY 13-14
July	86,325	40,000
Aug	105,800	39,000
Sept	76,500	93,500
Oct	85,780	127,250
Nov	70,300	69,350
Dec	78,400	42,750
Jan	87,200	67,200
Feb	87,700	143,600
Mar	96,650	0
Apr	70,750	0
May	73,000	0
Jun	52,100	0
Total	970,505	622,650
Mo Avg	80,875	77,831

Fines Collected (\$)

	FY 12-13	FY 13-14
July	\$80,825	42,350
Aug	\$69,100	21,200
Sept	\$57,075	35,050
Oct	\$91,925	110,350
Nov	\$64,825	57,425
Dec	\$65,950	50,900
Jan	\$60,550	27,000
Feb	\$79,875	28,550
Mar	\$67,000	0
Apr	\$56,650	0
May	\$47,550	0
Jun	\$76,100	0
Total	817,425	372,825
Mo Avg	68,119	46,603

*after reductions and rescinded

FORM 18 FINE ASSESSMENTS

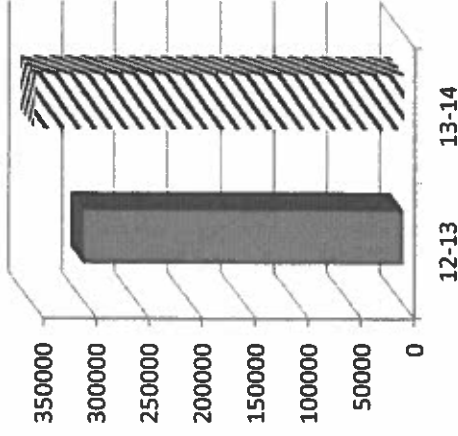
Consistent with overall Commission strategy, the Claims Department works with our Carrier partners to develop approaches that result in increased compliance levels and reduced Fine related costs to businesses in South Carolina.

A key "success measure" of this effort is the Form 18 Fine Assessment report. For the month of Feb. 2014, this has resulted in a increase in Form 18 Fine Assessments to \$132,400 as compared to Jan. 2014 of \$57,400. The actual number of fines assessed increased from 264 in Jan. 2014 to 632 in Feb. 2014.



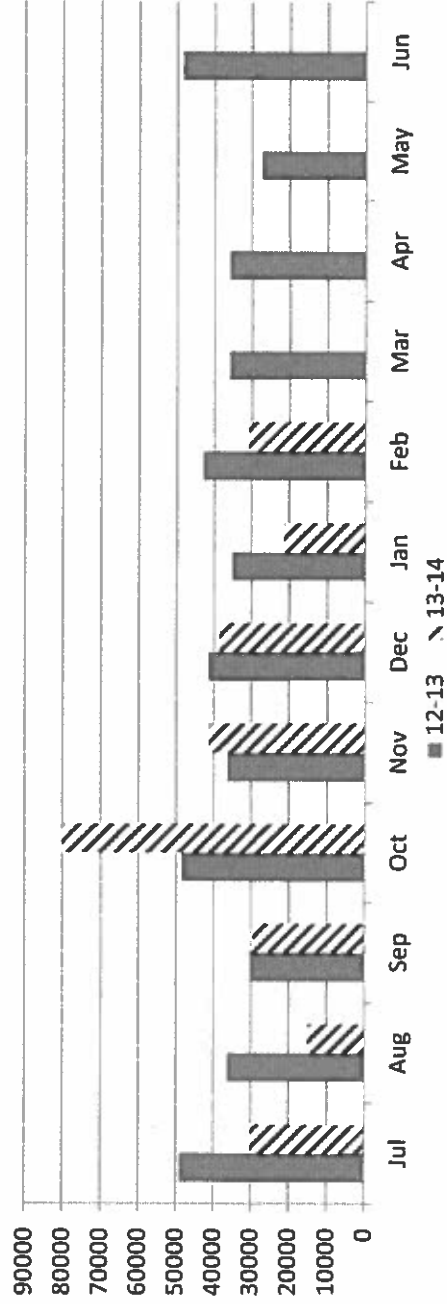
FORM 18 FINE ASSESSMENTS YTD

Form 18 Fine Assessment is trending at 115% of prior year assessments.



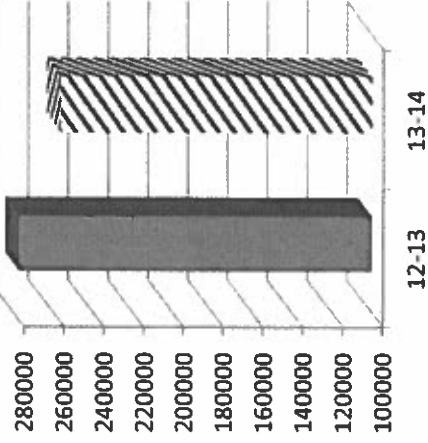
FORM 18 FINE COLLECTION

In Feb 2014, the Claims Department received payment on Form 18 Fines resulting in revenue of \$30,900.

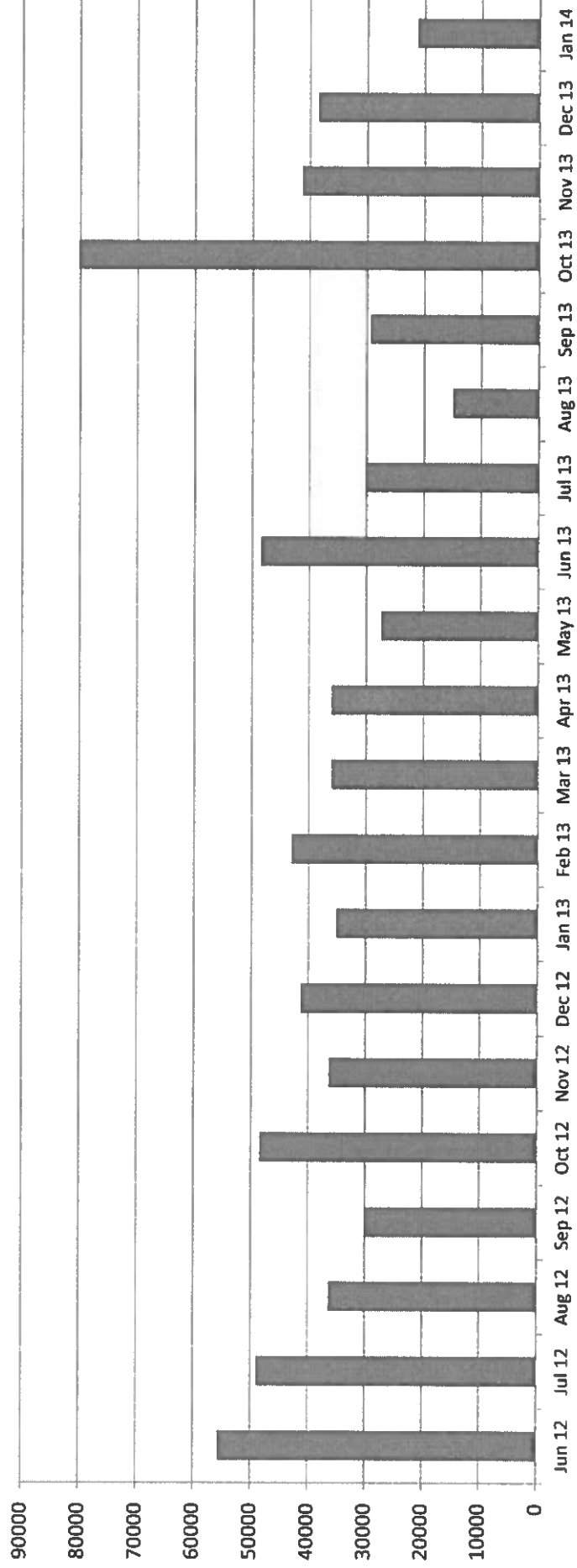


FORM 18 FINE REVENUE YTD

Form 18 Fine Revenue is trending at 93% of prior year collections.



\$ Collected



State of South Carolina

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www.wcc.sc.gov

Workers' Compensation Commission

March 17, 2014

To: Gary M. Cannon
Executive Director

From: Virginia L. Crocker

RE: **Monthly Judicial Report**

The Judicial Department is currently interviewing for the vacant position in the Appellate Division. The interviews were completed last week. Twelve individuals were interviewed.

The department processed seven hundred and seventy-six (776) pleadings during last month along with ninety-one (91) motions. Both Claimant pleadings and Defense pleadings were down from the previous month. There were one hundred and ninety-six (196) Consent Orders processed with thirty-six (36) Administrative Orders. Nine (9) Full Commission Decisions and Orders were served.

There were significantly more Informal Conferences requested with only forty-six (46) conducted. The inclement weather played a large part in that lower number. Because of the weather, the information was not entered into the Progress System until March. There were actually one hundred and forty-six (146) conferences conducted. Those numbers will be reflected in the March figures. Mandatory mediations numbered one hundred and sixty-two (162) with seven (7) ordered mediations conducted. There were no aggregate mediations last month, but they are scheduled to go forward this month here in Columbia.

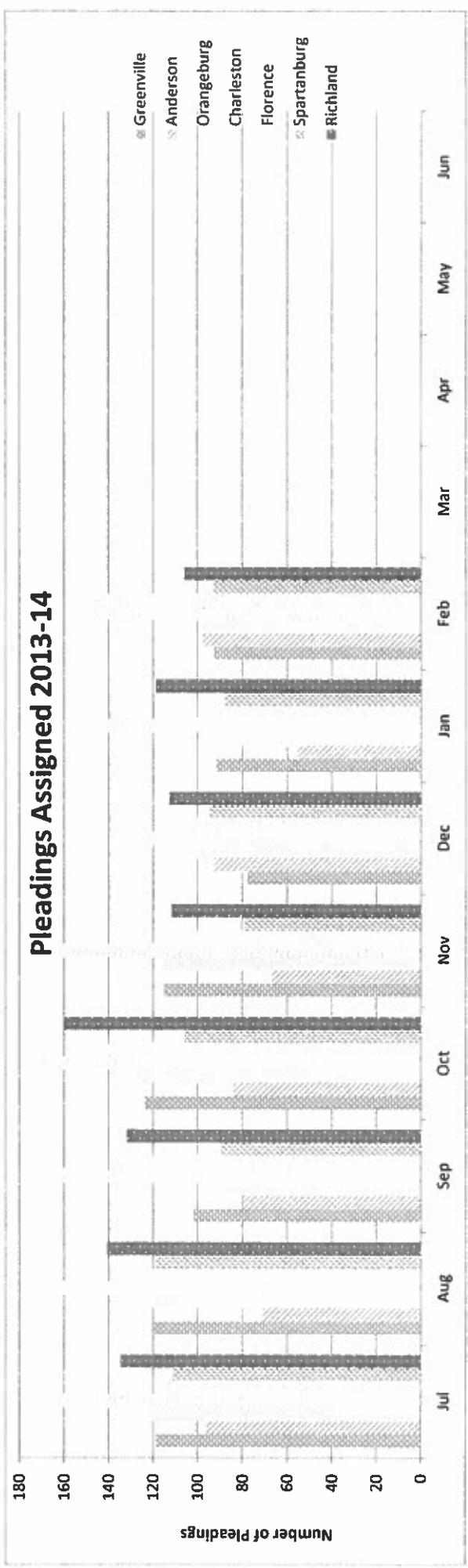
We will be conducting mediations in the Exide cases Monday and Tuesday of this week. There are twenty-four (24) being mediated.

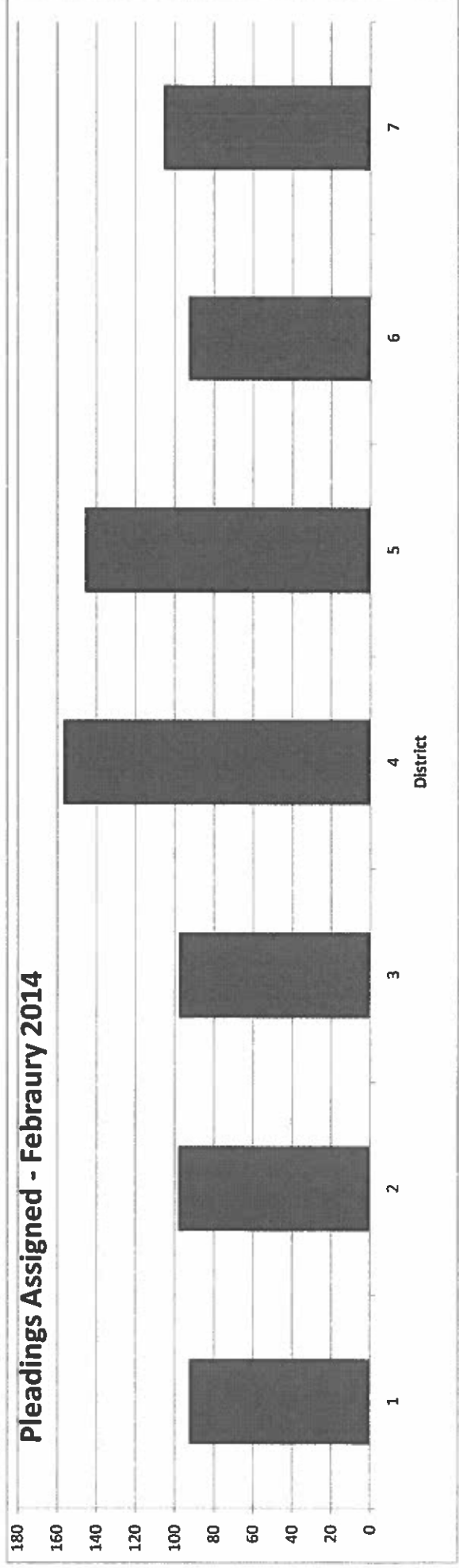
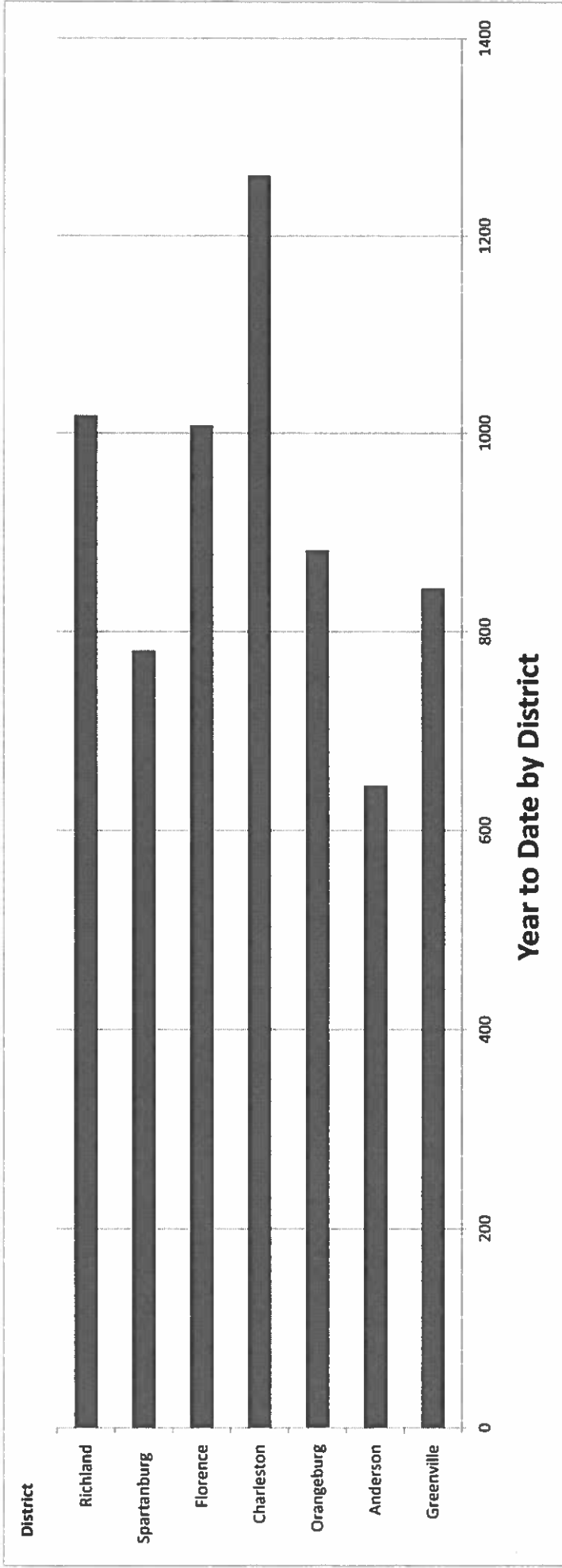
Virginia L. Crocker
Judicial Director
vcrocker@wcc.sc.gov
803.737.5739 Voice
803.239.7935 Cell

Pleadings Assigned

	District 1 Greenville			District 2 Anderson			District 3 Orangeburg			District 4 Charleston			District 5 Florence			District 6 Spartanburg			District 7 Richland		
	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12	13-14	12-13	11-12
	Jul	119	94	85	96	89	106	121	124	103	164	160	153	117	140	155	111	99	139	135	173
Aug	121	133	140	71	100	104	121	126	122	170	176	199	131	153	149	119	149	184	141	215	183
Sep	102	95	121	80	100	95	97	101	128	163	144	143	137	101	152	90	107	131	132	144	148
Oct	124	118	118	84	97	97	128	120	134	170	188	198	159	138	128	106	115	132	160	146	144
Nov	115	111	159	67	99	94	115	125	133	163	153	151	115	139	121	79	106	138	112	138	191
Dec	78	74	164	93	80	142	102	142	104	123	126	181	108	118	117	95	116	115	113	108	144
Jan	92	111	112	56	106	90	100	118	122	151	193	180	95	128	111	88	121	98	119	141	129
Feb	93	106	163	98	98	114	98	115	112	157	165	141	146	114	136	93	89	117	106	133	153
Mar		104	118		90	84		107	126		134	162		143	149		121	134		160	118
Apr		122	121		73	89		107	101		155	126		108	143		103	106		162	185
May		67	105		67	79		78	131		134	148		80	130		102	109		107	144
Jun		98	112		80	94		121	119		163	170		121	134		110	143		144	154
Totals	844	1233	1518	645	1079	1188	882	1384	1435	1261	1891	1952	1008	1483	1625	781	1338	1546	1018	1771	1856

Pleadings Assigned 2013-14



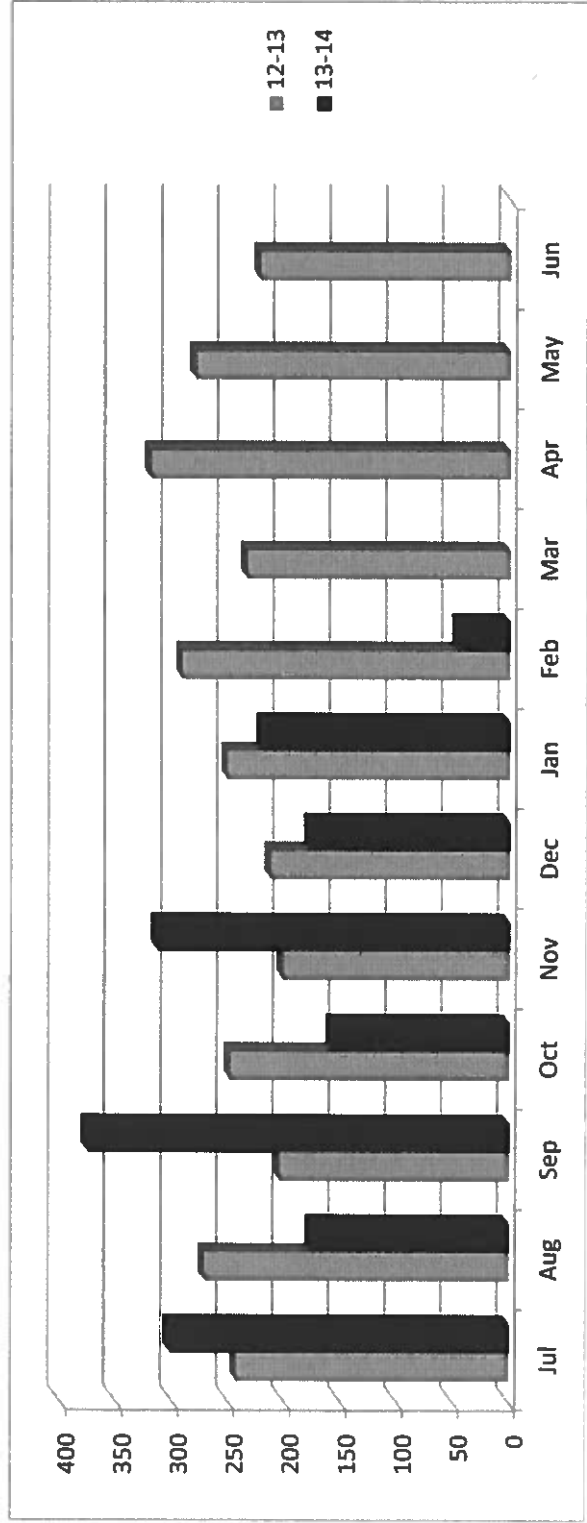
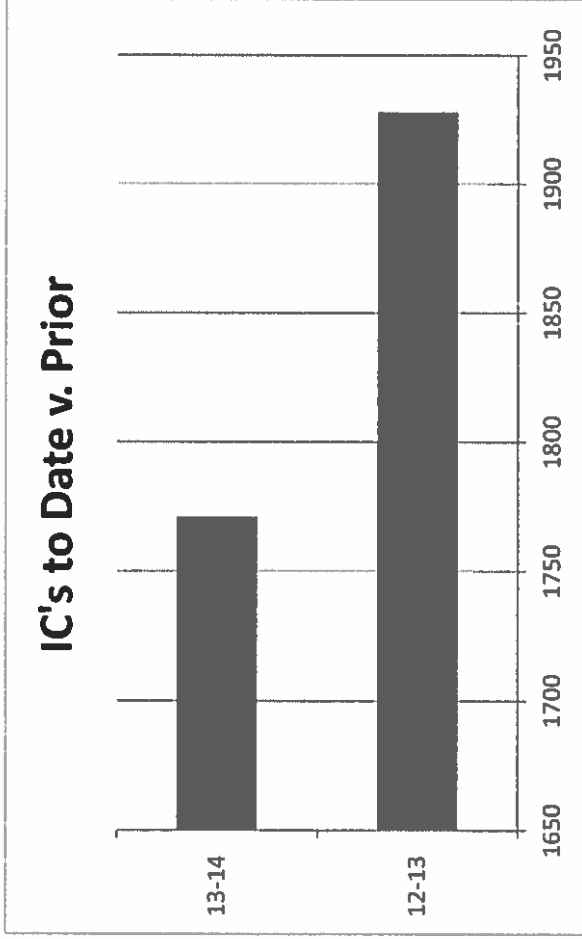


Informal Conf. Conducted

	12-13	13-14	
Jul	243	303	124.7%
Aug	272	176	64.7%
Sep	205	376	183.4%
Oct	249	158	63.5%
Nov	202	314	155.4%
Dec	213	178	83.6%
Jan	252	220	87.3%
Feb	292	46	15.8%
Mar	234		0.0%
Apr	320		0.0%
May	280		0.0%
Jun	223		0.0%
Total	2985	1771	

12-13 13-14
 1928 1771 91.9%

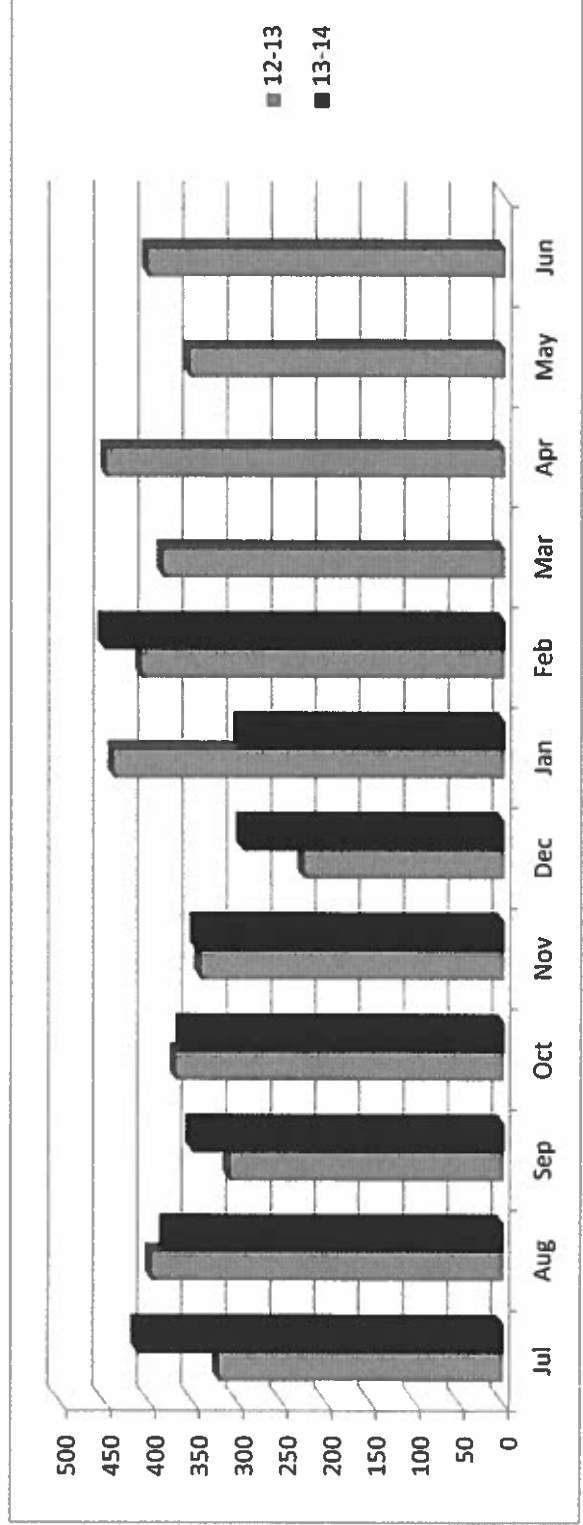
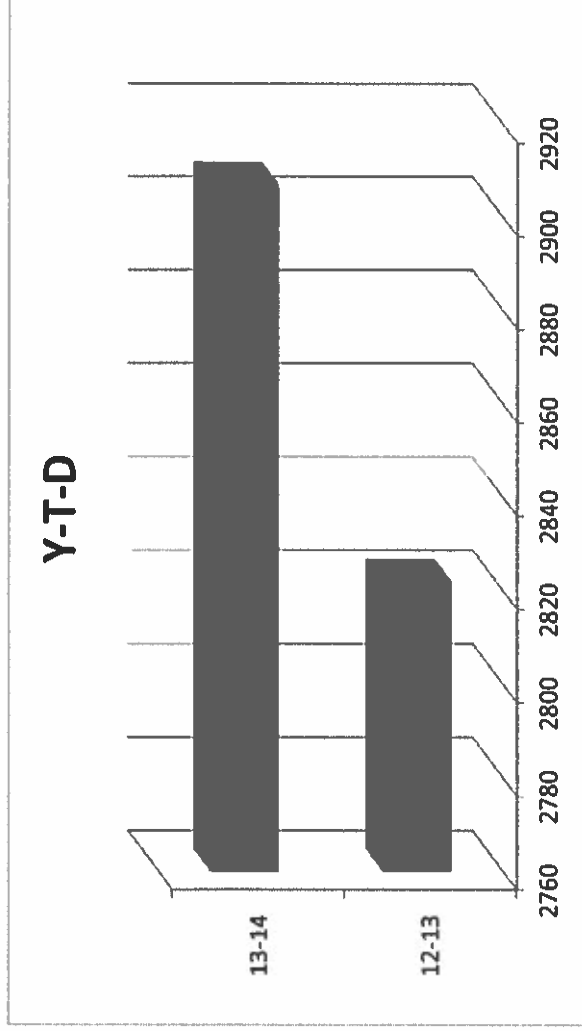
Y-T-D



Informal Conf. Requested

	12-13	13-14
Jul	322	414
Aug	398	382
Sep	310	352
Oct	371	364
Nov	343	348
Dec	227	296
Jan	441	299
Feb	410	452
Mar	386	
Apr	450	
May	356	
Jun	403	
Total	4417	2907

12-13 **2822** 13-14 **2907**
Y-T-D 2822 1.03012



State of South Carolina

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Columbia, S.C. 29202-1715



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Workers' Compensation Commission

Executive Director's Report Gary M. Cannon March 13, 2014

Proposed Amendments to Regulation 67-1605 (R 4399) Lump Sum Payment

The Senate Judiciary Subcommittee conducted a hearing on the proposed amendment to R67-1605 (4399) Lump Sum Payment on February 26. It was reported to the Judicial Committee with a favorable recommendation. The Senate Judiciary carried the matter over at their meetings on March 4 and March 11. We anticipate the matter will be on the Senate Judiciary Committee's agenda March 18.

Hearing Costs

Staff has not completed the research of the various methodologies and cost allocation methods for establishing the hearing costs.

FY 2014-15 Budget

The FY 2014-15 Budget was presented to the Senate Transportation and Regulatory Committee on March 13, 2014.

CAGC Casualty Company

On February 3, 2014, the Commission issued an Administrative Order instructing the Commission to stay all matters before the Commission in which CAGC is a party until April 16, 2014. After April 16, the Judicial Department will move forward with processing all pending matters.

Advisory Committee

At the February 18 Business Meeting, the Commission approved creating an Ad Hoc Advisory Committee of stakeholders to study the issues of prescribed narcotics for patients receiving treatment as a result of workers' compensation injury. Staff is developing a list of names of stakeholders as potential members of the committee.

Personnel Recruitment

Administrative Specialist II (Receptionist)

524 individuals submitted applications for the Administrative Specialist II (Receptionist) position in the Administration Department. Twelve candidates were interviewed via telephone on February 11. Six candidates were interviewed on February 24 and February 26. Rita Regal was selected for the position. She began employment with the Commission on March 3.

Insurance Claims Examiner II (Judicial Department)

Forty-two individuals submitted applications for the Insurance Claims Examiner II position in the Judicial Department. The closing date for accepting applications was midnight on Monday, February 17. One candidate was interviewed on February 26 and 11 candidates were interviewed on March 11.

Legal Internship

Marlene Johnson-Moore began her law clerk internship on Wednesday, March 12. Ms. Johnson-Moore will be working 20 hours per week.

Employee Meetings/Staff Training

The Executive Leadership Team met on March 6 to receive project status updates from Project Team Leaders. The next all employee meeting is scheduled for March 20.

Other Meetings

The Executive Director participated in the following meetings/activities:

- February 21 – met with representatives of the Amazon distribution center
- February 25 – gave a presentation to a group of Commercial Contractor members of AGC in Charleston
- February 26 – conference call with representative from Optum
- March 2-4 – participated in the program of the SCWCEA Medical Conference

Constituent /Public Information Services

For the period February 12, 2014 through March 12, 2014 the Executive Director's Office and the General Counsel's office had 402 contacts with various system constituents and stakeholders. The contacts included telephone communications; electronic and personal contacts with claimants or constituents, state agencies, federal agencies, attorneys, service providers, business partners; and letters with congressional offices.

SCWCC Stakeholder Electronic Distribution List

For the period February 12, 2014 through March 12, 2014, we added four individuals to the Commission's stakeholder distribution list. A total of 457 individuals currently receive notifications from the Commission.

SC Vocational Rehabilitation Department

Attached is a report on SCVRD/WCC referrals provided by Chuck Hamden, SCVRD Counselor, for February 2014.



South Carolina Vocational Rehabilitation Department

*Enabling eligible South Carolinians with disabilities to prepare for,
achieve and maintain competitive employment.*

Barbara G. Hollis, Commissioner

MEMO

TO: Gary Cannon
FROM: Chuck Hamden, SCVRD Counselor
DATE: February 28, 2014
RE: SCVRD/WCC Referrals

As the SCVRD counselor assigned to the Workers Compensation Commission, I held office hours at WCC for two (2) days in the month of February 2014. Reduced days were due to inclement weather.

During the February office hours, SCVRD has continued to review the Workman's Compensation Commission files for Richland and Lexington counties for 2012. With the continued implementation of the WCC Query program, fifteen (15) referral letters have been sent in February to potential clients.

As of February 28th, 2014, five (5) potential WCC referrals have responded to inquiry letters:

- One (1) referral has been made for the Lexington SCVRD office
- Three (3) referrals have been made for the Richland County SCVRD office.
- One (1) claimant was referred by their Attorney and have been referred to the Lexington SCVRD office
- Two (2) letters was returned with no forwarding address.

Preparations for the WCC-SCVRD Portal transition continue. Personnel and resources are being put in place by SCVRD and Portal presentations will begin in March 2014. Roll-out and training is anticipated to begin after final approval of the program by the SCVRD CORE team.

**SC Vocational Rehabilitation Dept
Workers' Comp Referrals SFY 2013**

COUNTY	July	AUG	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	Cnty Total
Abbeville													0
Aiken		1											1
Allendale													0
Anderson													0
Bamberg													0
Barnwell													0
Beaufort													0
Berkeley	1			1									2
Calhoun													0
Charleston	1	2	1										4
Cherokee													0
Chester													0
Chesterfield													0
Clarendon													0
Colleton													0
Darlington													0
Dillon													0
Dorchester	1	1											2
Edgefield													0
Fairfield													0
Florence													0
Georgetown			1										1
Greenville	1												1
Greenwood													0
Hampton													0
Horry													0
Jasper													0
Kershaw		1											1
Lancaster						1	1						2
Laurens													0
Lee													0
Lexington		2	2	1	1			2					8
Marion													0
Marlboro													0
McCormick													0
Newberry													0
Oconee													0
Orangeburg		1			1								2
Pickens													0
Richland			1	2	1	1	2	3					10
Saluda													0
Spartanburg													0
Sumter		1											1
Union													0
Williamsburg													0
York													0
Monthly TtIs	4	9	5	4	3	2	3	5	0	0	0	0	35

SC Vocational Rehabilitation Dept
Workers' Comp Referrals SFY 2013

Primary Disability	#
Mobility Impairments	2
Manipulation/dexterity impairments (hand/fingers)	4
Other Orthopedic Impairments (e.g. limited range of motion)	16
General physical debilitation (faigue, weakness, chronic pain)	11
Hearing or visual impairments	
Other physical impairments (not listed above)	2
Total	35