



Workers' Compensation Commission

Advisory Notice

Revised Safety Protocols for

In-person Hearings and Informal Conferences

September 13, 2021

The Commission has revised the safety protocols for jurisdictional Commissioner hearings, Informal Conferences and delivery of mail and other packages to the Commission offices at 1333 Main Street, Columbia, SC. The protocols are subject to change by Executive Order of Governor McMaster.

Safety protocols adopted by the jurisdictional hearing venues will be observed. Any additional safety protocols will be at the jurisdictional Commissioner's discretion. Special instructions for hearing venues and safety protocols will be provided by the jurisdictional Commissioner's office prior to the hearing. Questions should be directed to the Jurisdictional Commissioner's Office. In order to protect the health and safety of those participating in the in-person Hearing and Informal Conference, the following procedures should be observed:

1. Any individual scheduled to attend a Hearing or Informal Conference should notify the jurisdictional Commissioner or mediator of the Informal Conference if they:
 - Are currently being treated for COVID-19 illness.
 - Experienced flu-like symptoms, or any other symptoms related to COVID-19, such as fever of 100.4 F or greater, cough, shortness of breath, or difficulty breathing; chills, repeated shaking with chills, muscle pain, headache, sore throat, new loss of taste or smell within the past 14 days of the hearing date.
 - Have been in close contact with someone who has tested positive for COVID-19 within the past 14 days.

2. All persons attending the Hearing or Informal Conference should make every effort to maintain a social distance of six feet between themselves and others at all times.

3. Any party to the case preferring not to have an in-person Hearing may request a Hearing conducted virtually. The request must be agreed upon by all parties and approved by the jurisdictional Commissioner. Any dispute over the request to conduct the Hearing virtually shall be heard remotely with the jurisdictional Commissioner and the parties.
4. Informal Conferences will be conducted by telephone. Any individual scheduled for an telephonic Informal Conference may request it be conducted in person.
5. All APA submissions, exhibits, or other documents to be submitted at the Hearing must be provided to the Commissioner in the format specified on the Commissioner's Preferences Page found at the following link:
<https://www.wcc.sc.gov/commissioners/commissioners-preferences> If circumstances make the electronic exchange of APAs, exhibits, or other evidence impossible, alternate arrangements should be made with the Commissioner's office prior to the Hearing or Informal Conference.
6. The Commission will accept personal deliveries of mail and other documents at the Commission, 1333 Main Street, Suite 500, Columbia, SC 29201

Please continue to monitor our website www.wcc.sc.gov for updates and direct any questions or comments to:

Gary M. Cannon
Executive Director
GCannon@wcc.sc.gov