

INDIVIDUALIZED CLASSES

LEVEL I : INVESTIGATION AND ADMINISTRATIVE COMPLAINT

- i) Investigation meeting and preparation
- ii) Administrative Complaint
 - (1) Preparation
 - (2) Answer
- iii) Compliance Conference
 - (1) Request Form
 - (2) Preparation
 - (3) Parties involved
- iv) Negotiations
- v) Statutes and Administrative Procedures Act
- vi) Consent Orders
 - (1) Negotiations
 - (2) Requirement to show employer
 - (3) Sanctions
 - (4) Consequences
 - (5) DSC
- vii) Request for Reconsideration

LEVEL II : OFFICE OF ATTORNEY GENERAL

- i) Statutes and Administrative Procedures Act
- ii) Settlement Conference
 - (1) Request for meeting
 - (2) Preparation
 - (3) Parties involved
- iii) Negotiations
- iv) Consent Orders
 - (1) Negotiations
 - (2) Requirement to show employer
 - (3) Sanctions
 - (4) Consequences
 - (5) DSC
 - (6) Request for Reconsideration

LEVEL III : ADMINISTRATIVE HEARING

- i) Pre-hearing conference
- ii) Orders

- iii) Preparation
 - (1) Evidence
 - (2) Witnesses
 - (3) Subpoenas
- iv) PFD
 - (1) Exceptions
- v) Statutes and Administrative Procedures Act
- vi) DSC
- vii) Final Order
 - (1) Consequences
 - (2) Affidavit
 - (3) Sanctions
 - (4) Request for Reconsideration
- viii) Appeals

LEVEL IV SPECIAL PROCEDURES

- i) Changes or limitation in license status
 - (1) Suspensions
 - (2) Reinstatements and Reclassifications
 - (a) Applications
 - (b) Petitions
- ii) Guidelines
- iii) Hearings
 - (1) Evidence
 - (2) Witnesses
 - (3) Documents
- iv) PFD
 - (1) Exceptions
- v) Statutes and Administrative Procedures Act
- vi) Sanctions
- vii) DSC
 - (1) Orders
 - (2) Consequences
 - (3) Affidavit
 - (4) Request for Reconsideration
- viii) Appeals