

Rule 11 NCAC 23B .0102 is amended **with changes** as published in 33:08 NCR 818 as follows:

**11 NCAC 23B .0102      OFFICIAL FORMS**

(a) Copies of the Commission's ~~rules, forms, and minutes~~ rules and forms regarding tort claims ~~can~~ may be obtained by contacting the Commission in ~~person,~~ person at the address in Rule .0101 of this [Section,] Section: by written request mailed to ~~4340~~ 1236 Mail Service Center, Raleigh, NC ~~27699-4340,~~ 27699-1236, Attn.: Office of the ~~[Clerk,]~~ Clerk; or from the Commission's ~~website,~~ website at <http://www.ic.nc.gov/abtrules.html> and <http://www.ic.nc.gov/forms.html>.

(b) The use of any printed forms other than those provided by the Commission is prohibited, except that ~~insurance carriers, self-insureds, attorneys and other~~ parties may reproduce current Commission forms for their own use, provided:

- (1) ~~No~~ no statement, question, or information blank contained on the Commission form is omitted from the substituted ~~form,~~ form; and
- (2) ~~The~~ the substituted form is identical in size and format ~~with~~ to the Commission form.

*History Note: Authority G.S. 143-300;*

*Eff. January 1, 1989;*

*Amended Eff. July 1, 2014; May 1, 2000;*

*Recodified from 04 NCAC 10B .0102 Eff. June 1, 2018;*

*Amended Eff. March 1, 2019.*

Rule 11 NCAC 23B .0103 is amended **with changes** as published in 33:08 NCR 818 as follows:

**11 NCAC 23B .0103 FILING FEES**

(a) No tort claim shall be accepted for filing with the Commission unless the claim is accompanied by an attorney's check, certified check, money order, or electronic transfer of funds in payment of a filing fee in an amount equal to the filing fee required for the filing of a civil action in the Superior Court division of the General Court of Justice.

(b) The provisions of Paragraph (a) of this Rule notwithstanding, a tort claim that is accompanied by a Petition to Sue as an Indigent shall be accepted for filing upon the date of its receipt.

(c) A Petition to Sue as an Indigent shall consist of an affidavit sufficient to satisfy the provisions of G.S. 1-110, stating that plaintiff is unable to comply with Paragraph (a) of this Rule.

(d) If the Commission determines the plaintiff is able to pay ~~all or any part of the fees~~ fee assessed under this Rule, an Order shall be issued directing payment of ~~all or any part of that fee~~, and the plaintiff shall, within 30 days from ~~his receipt of the Order~~, forward to the Commission an attorney's check, certified check, money order, or electronic ~~fund~~ transfer of funds for the full amount required to be paid. Failure to submit the required amount of the filing fee within this time shall result in the tort claim being dismissed without prejudice.

(e) Upon consideration of a prison inmate's Petition to Sue as an Indigent, the Commission ~~may shall~~ determine ~~that~~ **whether** the inmate's tort claim is frivolous and **whether to** dismiss the ~~claim claim~~, pursuant to G.S. 1-110. Appeals from the dismissal of a frivolous tort claim pursuant to ~~this statute~~ G.S. 1-110 shall proceed directly to the Full Commission and shall be decided without oral argument. ~~The Commission shall forward a copy of the file to the Attorney General's Office without cost upon plaintiff's notice of appeal to the Full Commission.~~

*History Note: Authority G.S. 143-291.2; 143-300;*

*Eff. January 1, 1989;*

*Amended Eff. July 1, 2014; May 1, 2000;*

*Recodified from 04 NCAC 10B .0103 Eff. June 1, 2018;*

*Amended Eff. March 1, 2019.*

Rule 11 NCAC 23B .0104 is amended **with changes** as published in 33:08 NCR 818–19 as follows:

**11 NCAC 23B .0104      ~~FILING BY FACSIMILE TRANSMISSION~~ ELECTRONIC FILINGS WITH THE COMMISSION; HOW TO FILE**

~~Filing documents pertaining to tort claims by facsimile transmission is permitted. Any filing fee required shall be received by the Commission contemporaneously with the facsimile by electronic transfer of funds.~~

(a) All filings to the Commission in tort claims shall be submitted electronically in accordance with this Rule. Any document transmitted to the Commission in a manner not in accordance with this Rule shall not be accepted for filing. Plaintiffs without legal representation may file all documents with the Office of the Clerk of the Commission via the Commission's Electronic Document Filing Portal ("**EDFP**"), (**EDFP**), electronic mail, facsimile, U.S. Mail, private courier service, or hand delivery.

(b) Except as set forth in Paragraph (c) of this Rule, all documents shall be transmitted to the Commission via EDPF. Information regarding how to register for and use EDPF is available at <http://www.ic.nc.gov/training.html>. In the event EDPF is inoperable, all documents required to be filed via EDPF shall be transmitted to the Commission via electronic mail to [edfp@ic.nc.gov](mailto:edfp@ic.nc.gov). Documents required to be filed via EDPF that are sent to the Commission via electronic mail when EDPF is operable shall not be accepted for filing.

(c) The tort claims forms and documents listed in Table 1 shall not be required to be transmitted via EDPF provided all applicable qualifying conditions are met.

Table 1: Forms and documents exempt from EDPF filing requirements and how to file them:

<u>DOCUMENT</u>	<u>QUALIFYING CONDITION(S)</u>	<u>HOW TO FILE</u>
<u>Form T-1</u>	<u>No IC file number has been assigned</u>	<u>Hand delivery to the Industrial Commission's main office or by mail to 1236 Mail Service Center, Raleigh, North Carolina 27699-1236.</u>
<u>Form T-3</u>	<u>No IC file number has been assigned</u>	<u>Email to <a href="mailto:dockets@ic.nc.gov">dockets@ic.nc.gov</a>, hand delivery to the Industrial Commission's main office, or by mail to 1236 Mail Service Center, Raleigh, North Carolina; 27699-1236</u>
<u>Pre-affidavit motion under Rule 9(j)(3) of the Rules of Civil Procedure to extend the Statute of Limitations.</u>	<u>No IC file number has been assigned.</u>	<u>Hand delivery to the Industrial Commission's main office or by mail to 1236 Mail Service Center,</u>

		<u>Raleigh, North Carolina 27699-1236.</u>
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(d) A one-year waiver shall be granted to an attorney ~~[that]~~ who notifies the Commission of the attorney's inability to comply with the electronic filing requirements in Paragraph (a) of this Rule due to a lack of the necessary internet technology resources. The notification shall indicate why the attorney is unable to comply with the rule and outline the attorney's plan for coming into compliance within the one-year period. The notification shall be filed with the Office of the Clerk of the Commission via facsimile or U.S. Mail. This ~~[Subparagraph]~~ Paragraph shall expire one year from the effective date of this Rule.

(e) Any party may apply to the Commission for an emergency temporary waiver of the electronic filing requirement set forth in Paragraph (a) of this Rule ~~[when]~~ if it is unable to comply because of temporary technical problems or lack of electronic mail or internet access. The request for an emergency temporary waiver shall be included with any filing submitted via facsimile, U.S. Mail, or hand delivery due to such temporary technical or access issues.

(f) A Notice of Appeal to the North Carolina Court of Appeals shall be accepted for filing by the Commission via EDPF or U.S. Mail.

*History Note: Authority G.S. 143-291; 143-291.2; 143-297; 143-300;*

*Eff. May 1, 2000;*

*Amended Eff. July 1, 2014;*

*Recodified from 04 NCAC 10B .0104 Eff. June 1, 2018;*

*Amended Eff. March 1, 2019.*

1 Rule 11 NCAC 23B .0105 is adopted **with changes** as published in 33:08 NCR 819 as follows:

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3 **11 NCAC 23B .0105 CONTACT INFORMATION**

4 (a) "Contact information" for purposes of this Rule shall include telephone number, facsimile number, email address,  
5 and mailing address.

6 (b) All persons or entities without legal representation ~~[with]~~ **who have** matters pending before the Commission shall  
7 advise the Commission upon any change in contact information by filing a written notice via the Commission's  
8 Electronic Document Filing Portal ("EDFP"), electronic mail, facsimile, U.S. Mail, private courier service, or hand  
9 delivery.

10 (c) ~~[Any]~~ **A** plaintiff without legal representation who was an inmate in the North Carolina Division of Adult  
11 Corrections at the time of filing his or her tort claim, shall, within thirty (30) days of release, provide the Commission  
12 with written notice of his or her post-release contact information in any manner authorized in Paragraph (b) of this  
13 Rule. Following the initial written notice of post-release contact information, the previously incarcerated plaintiff  
14 shall continue to advise the Commission upon ~~[any change]~~ **all changes** in contact information in accordance with  
15 Paragraph (b) of this Rule.

16 (d) All attorneys of record with matters before the Commission shall inform the Commission in writing of any change  
17 in the attorney's or the represented party's contact information via email to [dockets@ic.nc.gov](mailto:dockets@ic.nc.gov).

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19  
20 *History Note: Authority G.S. §§ 143-291, 143-300;*  
21 *Eff. March 1, 2019.*  
22

11 NCAC 23B .0202 is amended with changes as published in 33:08 NCR 819–20 as follows:

**11 NCAC 23B .0202 MEDICAL MALPRACTICE CLAIMS BY UNREPRESENTED PRISON INMATES**

(a) In any tort claim medical malpractice cases filed by ~~or on behalf of an unrepresented prison inmates inmate where the plaintiff is alleging in which the Commission determines that the plaintiff is alleging~~ that a health care ~~provider~~ provider, as defined in G.S. ~~90-21-11~~ 90-21.11, failed to comply with the applicable standard of care under set forth in G.S. ~~90-21-12~~ 90-21.12, and ~~or the defendant has filed a Motion to Dismiss moved to dismiss the claim, claim for~~ failure to comply with Rule 9(j) of the North Rules of Civil Procedure, all discovery is shall be stayed until the ~~following occur; a recorded non-evidentiary hearing before the Commission is held for the purpose of determining~~ whether a claim for medical malpractice has been stated and, if so, whether:

(1) ~~A recorded hearing in which no evidence is taken is held before a Deputy Commissioner or a Special Deputy Commissioner for the purpose of determining:~~

(A) ~~whether a claim for medical malpractice has been stated;~~

(B)(a) ~~whether expert testimony is necessary for the plaintiff to prevail; and the plaintiff must meet the requirements of Rule 9(j)(1) or (2) of the North Carolina Rules of Civil Procedure to proceed with the claim; and or~~

(b) ~~whether the plaintiff has alleged facts establishing negligence under the existing common-law doctrine of res ipsa loquitur.~~

(C) ~~if expert testimony is deemed necessary, whether the plaintiff will be able to produce such testimony on the applicable standard of care.~~

(2) ~~Upon receipt of a Motion to Dismiss and Request for Hearing from the defendant, the Commission issues an order setting the motion on a hearing docket and the case is assigned to a Deputy Commissioner or a Special Deputy Commissioner.~~

If the Commission determines that a claim for medical malpractice has been [stated,] stated and plaintiff must meet the requirements of Rule 9(j)(1) or (2) of the North Carolina Rules of Civil Procedure, the defendant shall produce medical records to the plaintiff within the time period [prescribed] ordered by the Commission. The plaintiff shall have one hundred and twenty (120) days following receipt of the medical records to comply with Rule 9(j) of the North Carolina Rules of Civil Procedure. [Upon receipt of the medical records, the plaintiff shall then have one hundred and twenty (120) days to comply with Rule 9(j) of the North Carolina Rules of Civil Procedure.]

(b) ~~If the defendant's Motion to Dismiss is granted, an appeal lies to the Full Commission.~~

(c) ~~If defendant's Motion to Dismiss is denied, the case shall proceed as any other tort claims case. Defendant shall produce medical records to plaintiff within 45 days of the Order of the Commission denying defendant's Motion to Dismiss. Plaintiff shall then have 120 days to comply with Rule 9(j) of the North Carolina Rules of Civil Procedure.~~

*History Note: Authority G.S. 143-300;  
Eff. January 1, 1989;*

1                   *Recodified from 04 NCAC 10B .0206 Eff. April 17, 2000;*  
2                   *Amended Eff. July 1, 2014; May 1, 2000;*  
3                   *Recodified from 04 NCAC 10B .0202 Eff. June 1, 2018;*  
4                   *Amended Eff. March 1, 2019.*  
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1 Rule 11 NCAC 23B .0203 is amended **with changes** as published in 33:08 NCR 820 as follows:

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3 **11 NCAC 23B .0203 INFANTS AND INCOMPETENTS**

4 (a) Persons seeking to appear on behalf of an infant or ~~incompetent, incompetent~~ in accordance with G.S. 1A-1, Rule  
5 ~~17, 17~~ shall apply on a ~~Form 42~~ Form T-42 Application for Appointment of Guardian ~~Ad Litem~~-ad Litem. The  
6 Commission shall appoint a ~~fit and proper person as~~ guardian ~~ad litem, litem~~ if ~~the Commission determines it to be~~ it  
7 is in the best interest of the minor or incompetent. The Commission shall appoint the guardian *ad litem* only after due  
8 inquiry as to the fitness of the person to be appointed.

9 (b) The Commission may assess a fee to be paid to an attorney who serves as a guardian *ad litem* for actual services  
10 rendered upon receipt of an affidavit of actual time spent in representation of the minor or incompetent as part of the  
11 ~~costs.~~ costs assessed pursuant to G.S. § 143-291.2(a) or Rule 17(b)(2) of the North Carolina Rules of Civil Procedure.

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13 *History Note: Authority G.S. 143-291; 143-295; 143-300;*  
14 *Eff. January 1, 1989;*  
15 *Recodified from 04 NCAC 10B .0307 Eff. April 17, 2000;*  
16 *Amended Eff. July 1, 2014; May 1, 2000;*  
17 *Recodified from 04 NCAC 10B .0203 Eff. June 1, 2018;*  
18 *Amended Eff. March 1, 2019.*  
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Rule 11 NCAC 23B .0204 is amended with changes as published in 33:08 NCR 820 as follows:

### **11 NCAC 23B .0204      MOTIONS**

(a) All motions regarding tort claims shall be filed pursuant to Rule .0104 of this Subchapter. ~~with the Docket Section, unless the case is currently calendared before a Commissioner or Deputy Commissioner. All motions in calendared cases shall be filed with the Commissioner or Deputy Commissioner.~~

(b) A motion shall state ~~with particularity~~ the grounds on which it is ~~based,~~ based with particularity, the relief sought, and ~~a statement of the opposing party's position, if known, or that the opposing party's position could not be ascertained after a good faith effort.~~ Service shall be made on all opposing attorneys of record, or on all opposing parties, if not represented.

(c) At the same time a motion is filed, the party filing the motion shall provide a copy of the motion to all opposing attorneys of ~~record,~~ record or on all opposing ~~parties,~~ parties if not represented.

~~(e)~~ (d) All motions and responses thereto filed electronically shall include a proposed Order in Microsoft Word format, ~~[format] to be considered by the Commission.~~

~~(d)~~ (e) By motion of the parties, parties or on its own motion, the Commission may enlarge the time for an act required or allowed to be done under the Rules in this Subchapter in the interests of justice or to promote judicial economy. An enlargement of time may be granted either before or after the relevant time requirement has elapsed.

~~(e)~~ (f) Motions to continue or remove a case from the hearing docket shall be made as much in advance ~~as possible~~ of the scheduled hearing as possible and shall be made in writing. The moving party shall state that the other parties have been advised of the motion and relate shall state the position of the other parties regarding the motion. Oral motions are shall be permitted in emergency situations.

~~(f)~~ (g) The responding party to a motion, with the exception of motions to continue or to remove a case from a hearing docket, has 10 days after a motion is served during which to file and serve copies of a response in opposition to the motion. ~~The Commission may shorten or extend the time for responding to any motion in the interests of justice or to promote judicial economy.~~

~~(g)~~ (h) Notwithstanding Paragraph ~~(f)~~ (g) of this Rule, a motion may be acted upon at any time by the Commission, despite the absence of notice to all parties and without awaiting a response. ~~A party who has not received actual notice of the motion or who has not filed a response at the time such action is taken and who is adversely affected by the ruling may request that it be reconsidered, vacated, or modified.~~ Motions shall be determined without oral argument, unless the Commission orders otherwise in the interests of justice.

~~(h)~~ When a Motion to Amend Pleadings has been filed, served upon opposing parties, and not previously ruled upon, ~~the Commissioner or Deputy Commissioner may permit amendment of pleadings at the time of the hearing and then proceed to a determination of the case based on the evidence presented at the time of the hearing without requiring additional pleadings.~~

(i) Motions to dismiss or for summary judgment filed by the defendant on the ground that plaintiff has failed to name the individual officer, agent, employee employee, or involuntary servant whose alleged negligence gave rise to the

1 claim, or has failed to properly name the department or agency of the State with whom such person was employed,  
2 shall be ruled upon following the completion of discovery.

3 (j) Motions to reconsider or amend an ~~order, opinion and award, Order or decision and order, Decision and Order,~~  
4 made prior to giving notice of appeal to the Full Commission, shall be ~~directed~~ addressed to the Deputy Commissioner  
5 who authored the ~~Opinion and Award, Order or Decision and Order.~~

6 ~~(k) Upon request of either party, or upon motion of the Commission, motions shall be set for hearing before a~~  
7 ~~Commissioner or Deputy Commissioner.~~

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9 *History Note: Authority G.S. 143-296; 143-300;*

10 *Eff. January 1, 1989;*

11 *Recodified from 04 NCAC 10B .0203 Eff. April 17, 2000;*

12 *Amended Eff. July 1, 2014; May 1, 2000;*

13 *Recodified from 04 NCAC 10B .0204 Eff. June 1, 2018;*

14 *Amended Eff. March 1, 2019.*  
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1 Rule 11 NCAC 23B .0205 is amended **with changes** as published in 33:08 NCR 820 as follows:

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3 **11 NCAC 23B .0205 MEDIATION (~~EFFECTIVE JULY 1, 2014~~)**

4 (a) ~~The parties to tort claims, by agreement or Order of the Commission, shall participate in mediation.~~ Any party  
5 participating in mediation ~~is shall be~~ bound by the Rules for Mediated Settlement and Neutral Evaluation Conferences  
6 of the ~~Commission~~ **Commission**, found in 11 NCAC 23G, except to the extent ~~the same~~ **these rules** conflict with the  
7 Tort Claims Act or the **other** rules in this Subchapter, in which case the Tort Claims Act and the **other** rules in this  
8 Subchapter **shall** apply.

9 (b) An employee or agent of the named governmental entity or agency shall **either physically attend or** be available  
10 via telecommunication. Mediation shall not be delayed due to the absence or unavailability of the employee or agent  
11 of the named governmental entity or agency.

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13 *History Note: Authority G.S. 143-295; 143-296; 143-300;*  
14 *Eff. January 1, 1989;*  
15 *Amended Eff. July 1, 2014; January 1, 2011; May 1, 2000;*  
16 *Recodified from 04 NCAC 10B .0205 Eff. June 1, 2018;*  
17 *Amended Eff. March 1, 2019.*  
18

1 11 NCAC 23B .0208 is amended **with changes** as published in 33:08 NCR 820 as follows:

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3 **11 NCAC 23B .0208 HEARING COSTS**

4 ~~Costs relating~~ Costs assessed pursuant to Rule 11 NCAC 23E .0202 in ~~to-tort claims payable to the Commission~~ **are**  
5 **shall be** due upon receipt of a bill or statement from the Commission.

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7 *History Note: Authority G.S. 7A-305; 143-291.1; 143-291.2; 143-300;*

8 *Eff. July 1, 2014;*

9 *Recodified from 04 NCAC 10B .0208 Eff. June 1, 2018;*

10 *Amended Eff. March 1, 2019.*

Rule 11 NCAC 23B .0302 is amended with changes as published in 33:08 NCR 821 as follows:

**11 NCAC 23B .0302 NOTICE OF APPEAL APPEALS TO THE FULL COMMISSION**

(a) ~~A letter expressing an intent to~~ Notice of appeal shall be ~~considered notice of appeal to the Full~~ made to the Commission within ~~the meaning of G.S. 143-292,~~ 15 days from the date when notice of the Deputy Commissioner's Order or Decision and Order has been ~~[received,]~~ received by the appellant. The notice of appeal shall specify, ~~provided that the letter specifies by tort claim number and filing date, the Order, Opinion and Award, Order or Decision~~ and Order from which appeal is taken. The notice of appeal shall include a written statement confirming that a copy of the notice of appeal has been sent to the opposing party or parties.

(b) After receipt of the notice of appeal, the Commission shall acknowledge the notice of appeal in writing. Within 30 days of the acknowledgement, the Commission shall prepare and provide, at no charge to the parties, electronic copies of any official ~~[transcript]~~ transcript, ~~[and]~~ any exhibits, ~~[along with]~~ and a Form T-44 *Application for Review*. In cases where it is not possible to provide a party with the official transcript and exhibits electronically, the Commission shall provide the official ~~[transcript and exhibits]~~ transcript, all exhibits, and a Form T-44 *Application for Review* via any class of U.S. mail that is fully prepaid.

(c) Within 25 days of receipt of the official transcript and ~~[exhibits,]~~ exhibits or receipt of notice that there will be no official transcript and exhibits, the appellant shall submit a Form T-44 *Application for Review* or written statement stating with particularity all assignments of error and grounds for review, including, where applicable, the pages in the transcript or the record on which the alleged errors are recorded. The Form T-44 *Application for Review* or the written statement shall ~~[include]~~ be accompanied by confirmation that a copy of the document has been sent to the opposing party or parties. Failure to ~~[file]~~ state the proposed issues on appeal, either by Form T-44 *Application for Review* or by written statement, ~~[may]~~ shall be grounds for ~~[result in the]~~ dismissal of the appeal either upon the motion of the non-appealing party or upon the Full Commission's own motion.

(d) An appellant may file a brief in support of the grounds for appeal with the Commission, with a written statement confirming that a copy of the brief has been sent to the opposing party or parties, within 25 days after receipt of the official transcript and exhibits or receipt of notice that there will be no official transcript and exhibits. The appellee shall have 25 days from service of the appellant's brief to file a reply brief with the ~~[Commission,]~~ Commission with a written statement confirming that a copy of the brief has been sent to the opposing party or parties. ~~[When]~~ If the appellant fails to file a brief, the appellee shall file a brief within 25 days after the appellant's time for filing a brief has expired. If multiple parties appeal, each party may file an appellant's brief and appellee's brief on the schedule set forth in this Rule. If the matter has not been calendared for hearing, any party may file a written stipulation to a single extension of time not to exceed 15 days with the Office of the Clerk. ~~[In no event shall the]~~ The cumulative extensions of time shall not exceed 30 days. A party who fails to file a brief shall not be allowed oral argument before the Full Commission.

~~[(e) Cases shall be cited to the North Carolina Reports, the North Carolina Court of Appeals Reports, or the North Carolina Reporter, and when possible, to the South Eastern Reporter. Counsel shall not discuss matters outside the~~

1 ~~record, assert personal opinions or relate personal experiences, or attribute wrongful acts or motives to opposing~~  
2 ~~counsel or members of the Commission.~~

3 ~~[(f)]~~ (e) Briefs to the Full Commission shall not exceed 35 pages, excluding attachments. No page limit applies to the  
4 length of attachments. Typed briefs shall be prepared using 12-point proportional type, shall be double spaced, and  
5 shall be prepared with non-justified right margins. Each page of the brief shall be numbered at the bottom right of the  
6 page. ~~When~~ If a party quotes or paraphrases testimony or evidence from the official transcript or exhibits in a brief,  
7 the party shall include, at the end of the sentence, a parenthetic entry that designates the source and page number of  
8 the quoted or paraphrased material. The party shall use "T" for transcript and "Ex" for exhibit. For example, (1) if a  
9 party quotes or paraphrases material located in the transcript on page 11, the party shall use the following format ~~["(T~~  
10 ~~11)"]~~ "(T 11)," and (2) if a party quotes or paraphrases material located in an exhibit on page 12, the party shall use  
11 the following format "(Ex 12)". ~~When~~ If a party quotes or paraphrases testimony or other evidence in the transcript  
12 of a deposition, the party shall include, at the end of the sentence, a parenthetic entry that contains the name of the  
13 person deposed and the page number ~~location within~~ in the transcript of the deposition. For example, if a party  
14 quotes or paraphrases the testimony of John ~~Smith,~~ Smith located on page 11 of the transcript of the deposition, the  
15 party shall use the following format "(Smith 11)". ~~Cases shall be cited to the North Carolina Reports, the North~~  
16 ~~Carolina Court of Appeals Reports, or the North Carolina Reporter and, if possible, to the South Eastern Reporter.~~  
17 ~~Briefs shall be based upon the record in the matter, pursuant to G.S. 143-292.~~

18 ~~[(g) Any]~~ (g) A request for review by the Full Commission of an order by a Commissioner or Deputy  
19 Commissioner made during the pendency of a case assigned to them shall be filed with the Office of the Clerk. If  
20 the order made by the authoring Commissioner or Deputy Commissioner is a final judgment as to one or more issues  
21 or parties and the order contains a certification that there is no just reason for delay, the request for review shall be  
22 referred directly to a panel of the Full Commission. If the order contains no certification, requests for review ~~will~~  
23 ~~shall~~ be referred to the Chair of the Commission for a determination regarding the right to immediate review, and  
24 the parties shall address the grounds upon which immediate review shall be allowed.

25  
26 *History Note:* Authority G.S. 143-292; 143-300;  
27 Eff. January 1, 1989;  
28 Amended Eff. July 1, 2014; May 1, 2000;  
29 Recodified from 04 NCAC 10B .0302 Eff. June 1, 2018;  
30 Amended Eff. March 1, 2019.  
31

1 11 NCAC 23B .0303 is repealed as published in 33:08 NCR 821 as follows:

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3 **11 NCAC 23B .0303 PROPOSED ISSUES ON APPEAL**

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5 *History Note: Authority G.S. §§ 143-292; 143-300; 362 N.C. 191 (2008);*

6 *Repealed Eff. March 1, 2019.*

1 11 NCAC 23B .0305 is repealed as published in 33:08 NCR 821 as follows:

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3 **11 NCAC 23B .0305 BRIEFS TO THE FULL COMMISSION**

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5 *History Note: Authority G.S. §§ 143-296; 143-300;*

6 *Repealed Eff. March 1, 2019.*



1 Rule 11 NCAC 23B .0307 is amended **with changes** as published in 33:08 NCR 821–22 as follows:

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3 **11 NCAC 23B .0307 MOTIONS BEFORE THE FULL COMMISSION**

4 (a) After notice of appeal has been given to the Full Commission, **any all** motions related to the claim before the Full  
5 Commission shall be in writing and filed with the Full **Commission, Commission** with ~~service on a statement~~  
6 confirming that copies have been provided to the other parties. A Motion for a New Hearing **[must] shall** be supported  
7 by an Affidavit.

8 (b) ~~A Motion for a New Hearing must be filed in writing, and supported by Affidavit.~~ Motions related to the issues  
9 ~~for review on appeal,~~ including motions for new trial, to amend the record, or to take additional evidence, filed during  
10 the pendency of an appeal to the Full Commission shall be argued before the Full Commission at the time of the  
11 hearing of the appeal.

12  
13 *History Note: Authority G.S. 143-296; 143-300;*  
14 *Eff. January 1, 1989;*  
15 *Recodified from 04 NCAC 10B .0308 effective April 17, 2000;*  
16 *Amended Eff. July 1, 2014; May 1, 2000;*  
17 *Recodified from 04 NCAC 10B .0307 Eff. June 1, 2018;*  
18 *Amended Eff. March 1, 2019.*  
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Rule 11 NCAC 23B .0308 is amended with changes as published in 33:08 NCR 822as follows:

**11 NCAC 23B .0308 STAYS**

~~When If~~ a case is appealed to the Full Commission, all ~~orders, opinion and awards, Orders or decision and orders~~ Decision and Orders of a Deputy Commissioner ~~are shall be~~ stayed pending appeal.

*History Note:* Authority G.S. 143-292; 143-296; 143-300;

*Eff. May 1, 2000;*

*Amended Eff. July 1, 2014;*

*Recodified from 04 NCAC 10B .0308 Eff. June 1, 2018;*

Amended Eff. March 1, 2019.

1 11 NCAC 23B .0310 is amended with changes as published in 33:08 NCR 822 as follows:

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3 **11 NCAC 23B .0310 WAIVER OF ORAL ARGUMENT**

4 ~~Upon the request of a party or its own motion, the Commission may waive oral argument in the interests of justice or~~  
5 ~~to promote judicial economy. In the event of such waiver, the Full Commission shall file an award, based on the~~  
6 ~~record and briefs.~~

7 (a) A party may waive oral argument at any time with approval of the Commission. Upon the request of a party or on  
8 its own initiative, the Commission may review the case and file an Order or Decision and Order without oral argument.

9 (b) When presenting oral argument, each [appellant(s)] appellant shall have twenty minutes to present oral argument  
10 and may reserve any amount of the twenty-minute total allotment for rebuttal, unless otherwise specified by Order of  
11 the Commission. Each [appellee(s)] appellee shall also have twenty minutes to present oral argument, unless  
12 otherwise specified by Order of the Commission; however, the [appellee(s) may] appellees shall not reserve rebuttal  
13 time. In [the case of] cross-appeals, each appealing party may reserve rebuttal time.

14 (c) [Any] A party may request additional time to present oral argument in excess of the standard twenty-minute  
15 allowance. Such requests shall be made in writing and submitted to the Full Commission no less than ten days prior  
16 to the scheduled hearing date. The written request for additional time shall state with specificity the [reason(s)] reasons  
17 for the request of additional time and the amount of additional time requested.

18 (d) If [any] a party fails to appear before the Full Commission upon the call of the case, the Commission [may] may,  
19 upon consideration of the interests of justice and judicial economy, disallow the party's right to present oral argument.  
20 If neither party appears upon the call of the case, the Full Commission [may] may, upon consideration of the interests  
21 of justice and judicial economy, decide the case upon the record and briefs on appeal, unless otherwise ordered.

22 (e) [Parties shall not discuss matters outside the record, assert personal opinions or relate personal experiences, or  
23 attribute wrongful acts or motives to opposing counsel or members of the Commission.] Oral arguments shall be  
24 based upon the record in the matter, pursuant to G.S. 143-292.

25  
26  
27 *History Note: Authority G.S. 143-292; 143-296; 143-300;*  
28 *Eff. January 1, 1989;*  
29 *Recodified from 04 NCAC 10B .0311 Eff. April 17, 2000;*  
30 *Amended Eff. July 1, 2014; May 1, 2000;*  
31 *Recodified from 04 NCAC 10B .0310 Eff. June 1, 2018;*  
32 *Amended Eff. March 1, 2019.*  
33

1 Rule 11 NCAC 23B .0402 is amended **with changes** as published in 33:08 NCR 822 as follows:

2  
3 **11 NCAC 23B .0402 STAYS**

4 **When If** a case is appealed to the Court of Appeals, all ~~orders, opinion and awards, Orders or decision and orders~~  
5 Decision and Orders of the Full Commission **are shall be** stayed pending appeal.

6  
7 *History Note: Authority G.S. 143-292; 143-294; 143-296; 143-300;*

8 *Eff. January 1, 1989;*

9 *Amended Eff. July 1, 2014; May 1, 2000;*

10 *Recodified from 04 NCAC 10B .0402 Eff. June 1, 2018;*

11 *Amended Eff. March 1, 2019.*

Rule 11 NCAC 23L .0105 is adopted with changes as published in 33:08 NCR 822–24 as follows:

**11 NCAC 23L .0105      FORM T-42 – APPLICATION FOR APPOINTMENT OF GUARDIAN AD LITEM**

(a) Persons seeking to appear on behalf of an infant or incompetent shall apply on a Form T-42, Application for Appointment of Guardian Ad Litem, in accordance with Rule 11 NCAC 23B .0203. The Form ~~T-42,~~ T-42, Application for Appointment of Guardian Ad Litem, shall read as follows:

North Carolina Industrial Commission

IC File # T-

APPLICATION FOR APPOINTMENT OF GUARDIAN AD LITEM

The use of this Form is required under Rule 11 NCAC 23B .0203

Plaintiff(s) v. Defendant(s)

TO THE NORTH CAROLINA INDUSTRIAL COMMISSION:

The undersigned \_\_\_\_\_ respectfully shows unto the North Carolina Industrial Commission that \_\_\_\_\_ is an \_\_\_\_\_ infant or \_\_\_\_\_ incompetent without general or testamentary guardian in this State, and that by reason thereof can bring an action only by a guardian ad litem; that the infant or incompetent has a cause of action against the defendants on account of the following matter and things:

The undersigned is a reputable person closely connected with the infant or incompetent having the relationship with the infant or incompetent as follows:

Wherefore, the undersigned prays the Commission that a fit and proper person be appointed Guardian Ad Litem for the infant or incompetent for the purpose of bringing on his or her behalf an action as above set out.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

(Please complete page 2 of form)

## ORDER APPOINTING GUARDIAN AD LITEM

It appearing to the North Carolina Industrial Commission from the above application that \_\_\_\_\_  
is an \_\_ infant or \_\_ incompetent having no general or testamentary guardian within this State and that said infant or  
incompetent appears to have a good cause of action against the defendant(s); and it further appearing to the

Commission after due inquiry that \_\_\_\_\_ is a fit and proper person to be appointed guardian ad litem for the infant or incompetent for the purpose of bringing this action on his or her behalf;

It is therefore ordered that \_\_\_\_\_ be and is hereby appointed guardian ad litem of \_\_\_\_\_ to bring action on his or her behalf.

This \_\_\_\_\_ day of \_\_\_\_\_.

Commissioner or Deputy Commissioner \_\_\_\_\_

PLEASE TYPE OR PRINT:

Full name and address of minor or incompetent:

\_\_\_\_\_

Birth date of minor: \_\_\_\_\_

Full name and address of proposed guardian ad litem:

\_\_\_\_\_

#### IMPORTANT INFORMATION FOR PARTIES

Parties should take notice of the provisions set forth in Rule 11 NCAC 23B .0203.

#### 11 NCAC 23B .0203 INFANTS AND INCOMPETENTS

(a) Persons seeking to appear on behalf of an infant or incompetent, in accordance with G.S. 1A-1, Rule 17, shall apply on a Form T-42 Application for Appointment of Guardian ad Litem. The Commission shall appoint a fit and proper person as guardian *ad litem*, if the Commission determines it to be in the best interest of the minor or incompetent. The Commission shall appoint the guardian *ad litem* only after due inquiry as to the fitness of the person to be appointed.

(b) The Commission may assess a fee to be paid to an attorney who serves as a guardian ad litem for actual services rendered upon receipt of an affidavit of actual time spent in representation of the minor or incompetent as part of the costs.

SEND TO: \_\_\_\_\_

[dockets@ic.nc.gov](mailto:dockets@ic.nc.gov)

Office of the Clerk

1236 Mail Service Center

Raleigh, NC 27699-1236

Main telephone: (919) 807-2500

Helpline (800) 688-8349

1 Website: <http://www.ic.nc.gov>

2  
3 FORM T-42

4  
5 (b) A copy of the form described in Paragraph (a) of this Rule can be accessed at <http://www.ic.nc.gov/formt42.pdf>.

6 The form [may] shall be reproduced only in the format available at <http://www.ic.nc.gov/forms/formt42.pdf> and

7 [may] shall not be altered or amended in any way.

8  
9 *History Note: Authority G.S. 143-291; 143-295; 143-300;*

10 *Eff. March 1, 2019.*