



State of South Carolina The Circuit Court of the Fifth Judicial Circuit

Daniel Coble
Chief Administrative Judge

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In order to assure the efficient management of the Common Pleas jury docket for Richland County, the Chief Administrative Judge has enacted the following requirements.

CONTINUANCE REQUESTS

Before any continuance request is considered, all parties must be notified and given the opportunity to object or consent. The continuance must state specific reasons as to the good cause for the request. The Chief Administrative Judge will decide all continuance requests prior to the start of the Common Pleas term. Once the term begins, the trial judge has the authority to grant or deny any continuance requests within their discretion. A case is not continued until there is an affirmative response from the Court or Clerk's Office.

ORDERS OF PROTECTION

The Chief Administrative Judge will sign orders of protection. However, the moving party must put in writing on the proposed order that they attest that none of their cases have any pending hearing/trial dates. If they do have pending court dates, the party must request a continuance for these dates and confer with opposing counsel first. Only one order is necessary for protection. The Clerk does not need an order for each case.

MOTIONS TO COMPEL

In accordance with Rule 11, SCRCP and this Administrative Order, the parties must **communicate orally** in a good faith effort to resolve the pending motion to compel. The parties must orally communicate after the motion has been scheduled and before the hearing of the motion – even if they have communicated prior to the filing of the motion.

PRIORITY MATTERS

In scheduling motions, priority will be given to emergency matters, discovery motions, settlement hearings and any matter deemed necessary in accordance with Rule 40(h), SCRCP.

MINOR/DEATH SETTLEMENTS

Settlement hearings will be held **virtually** on specific dates throughout the year. To have a settlement motion heard, the moving party should file either the petition or a motion to approve settlement with the Clerk's Office. The petition or updated petition may be supplemented after

the filing. After the motion/petition is e-filed, the Clerk will schedule the settlement hearing. The dates for settlement hearings can be found on the Richland County website: <https://richlandcountysc.gov/Government/Courts-and-Judicial-System/Clerk-of-Court/Common-Pleas>

Please review the Chief Justice's memorandum on professionalism during remote hearings: <https://www.sccourts.org/about/court-news/2025-03-27/professionalism-during-remote-hearings/>

AMENDED SCHEDULING ORDERS

The Court will not entertain amended scheduling order requests without a detailed explanation of why the amendment is necessary, and a copy of the existing scheduling order.

PENDING MOTIONS TO RECONSIDER (59e)

If a party has properly filed a motion to reconsider and they have not received a decision more than 30 days since the service, the moving party shall reach out to the Chief Administrative Judge and provide him with the information.

The party must serve the motion in compliance with Rule 59(g), SCRCP, otherwise the motion will likely be denied by the Chief Administrative Judge.

STATUS CONFERENCES/PRE-TRIAL HEARINGS

If the parties are seeking an informal status conference (Rule 16(e)), SCRCP, please reach out directly to the Chief Administrative Judge's office and inquire as to his availability. The Chief Administrative Judge will attempt to schedule the parties for an in-person or virtual hearing as soon as practicable. A status conference is not necessary for a first time scheduling order.

ROSTER MEETINGS

Roster meetings will be held the week prior to the trial term of court. The date and location will be provided in the trial notice.

MEDIATION

Cases that are not in compliance with mediation under Rule 5(f), ADR, will be scheduled for a Rule to Show Cause hearing. Parties may be excused from the hearing if they provide the Court with Proof of ADR, a scheduling order with a specific date of when mediation will be completed, or with a scheduled date for mediation to occur within 60 days of the Rule to Show Cause hearing, or at the Court's discretion.

UPDATES TO ADMINISTRATIVE ORDER

This Administrative Order will be reviewed, and amended if necessary. The Chief Administrative Judge shall meet with the RCBA Common Pleas Advisory Group on a regular basis. Failure to comply with this Order may result in sanctions.

s/Daniel Coble

Chief Administrative Judge
Fifth Judicial Circuit

May 19, 2025