

**EIGHTH JUDICIAL CIRCUIT
APPOINTMENT OF CONFLICT & COURT APPOINTED ATTORNEY**

PROCEDURES

1. Public Defender has a conflict with representation of indigent defendant.
2. Public Defender provides the Regional Conflict Office (RCC1) with the particulars of the conflict & e-mails paperwork for withdrawal of PD and appointment of RCC1 to the Judge/JA.
3. If the Public Defender withdraws from more than one conflict, RCC1 keeps one conflict and e-mails the Clerk requesting the next attorney on the registry. RCC1 e-mails paperwork for withdrawal from any additional defendant to the Judge/JA.
4. The Regional Conflict Office is appointed for one parent in each dependency case. The attorney for the second or any additional parent is appointed in court on a rotation basis from the registry.
5. The Chief Judge will review each application upon submission through the Trial Court Administrator. The Chief Judge will determine the appropriate cases for which the applicant to be appointed.
6. All Conflict and Court Appointed Attorneys working under JAC contracts after July 1, 2007 will be paid by JAC without a court order.
7. All Conflict and Court Appointed Attorneys working under the contract with the Justice Administrative Commission, must submit a Motion and Order to Discharge in all cases that are closed. This paperwork should be submitted directly to the appropriate Judge.
8. All cases that are not covered by the JAC contract require a court order for payment. This paperwork should be submitted by the Conflict or Court Appointed Attorney directly to the Judge.
9. All Conflict and Court Appointed Attorneys working under JAC contracts prior to the Flat Rate Contract of July 1, 2007, shall submit Motions and Orders for Compensation and Discharge with the required documentation, directly to the Judge.
10. Court Administration will assist the Chief Judge with maintenance and distribution of the Registry.