

**IDS UNIFORM APPOINTMENT
PLAN ORIENTATION PACKET**

1/1/2022

INTRODUCTION

This is the Orientation Packet containing materials to be reviewed for application, reapplication, or remaining on indigent appointment lists included in the Uniform Indigent Appointment Regulations of July 1, 2019. An attorney seeking to be placed on or to remain on a list should review both the materials listed under the All Lists section as well as those in the sections relating to all lists for which inclusion is sought. For ease of access, all items possible have been hyperlinked to their locations on the Internet.

Note that materials are designated as either “Read” or “Be Familiar With.” “Read” means that an attorney seeking to be on a list should actually read the materials listed in their entirety. In order not to burden busy attorneys, there are few items that require reading, and those that are designated as such are generally short and/or may have been read at some point in the attorney’s training or career. “Be familiar with,” on the other hand, means to be aware of the item as a resource, to make a cursory examination of it, and to know what is in it for when it is needed.

Questions or suggestions about these materials, including additional materials you think should be included, should be directed to Susan E. Brooks at Susan.E.Brooks@nccourts.org or at (919) 354-7200.

LINKS TO LIST MATERIALS

[ALL LISTS](#)

[ALL ADULT CRIMINAL LISTS \(Lists 1, 2, & 3\)](#)

[ADULT FELONY LISTS \(Lists 2 & 3\)](#)

[JUVENILE DELINQUENCY LISTS \(Lists 4A & 4B\)](#)

[LIST 5A: GUARDIANSHIP AND DISABLED ADULTS LIST](#)

[LIST 5B: JUDICIAL WAIVER LIST](#)

[LIST 5C: CIVIL COMMITMENT LIST](#)

[LIST 6: CHILD SUPPORT ENFORCEMENT ACTIONS LIST](#)

[LIST 7: PARENT REPRESENTATION LIST](#)

ALL LISTS

Read:

- [IDS Private Attorney Fee and Expense Policies \(Non-Capital Criminal and Non-Criminal Cases at the Trial Level\)](#)
- [IDS Scope of Representation Policy](#)
- [Local Rules of Practice](#) (available by clicking on a county on the map)
- [NC Rules of Evidence](#)

Be Familiar With:

- [Forensic Resource Counsel website](#)
- [Forensic Resource Counsel consults](#)
- [IDS Forms – fee applications, etc.](#)
- [IDS Rules Part 1 – Rules for Non-Capital Criminal and Non-Criminal Trials](#)
- [IDS website](#)
- [Immigration Manual](#)
- [Immigration consults](#)
- [Motions Bank – Non-capital](#)
- [Race Manual](#)
- [UNC School of Government \(SOG\) Training Materials](#)
- [SOG Training Schedule](#)
- [US Constitution](#), [Bill of Rights](#), and [NC Constitution, Articles I and IV](#)

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ALL ADULT CRIMINAL LISTS

LIST 1: MISDEMEANOR CASES AND MISDEMEANOR PROBATION VIOLATIONS

LIST 2: FELONIES F THROUGH I AND FELONY PROBATION VIOLATIONS

LIST 3: FELONIES A TO E

Read:

- [IDS Performance Guidelines for Non-Capital Criminal Cases at the Trial Level](#)

Be Familiar With:

- [AOC Criminal Forms](#)
- [Collateral Consequences Assessment Tool \(C-CAT\)](#)
- [Monetary Obligations in NC Criminal Cases](#)
- [NC Crimes](#) (for purchase)
- NC Defender Manual [Pretrial - Vol. 1](#) & [Trial - Vol. 2](#)
- N.C.G.S. Chapters [14](#), [15](#), [15A](#), [20](#), & [90, Article 5](#)
- [NC Sentencing Handbook](#) (for purchase)
- [Smith's Criminal Case Compendium](#)

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ADULT FELONY LISTS

LIST 2: FELONIES F THROUGH I AND FELONY PROBATION VIOLATIONS

LIST 3: FELONIES A TO E

Read:

- [Defense Motions and Notices in Superior Court](#)
- [OAD Trial Practitioner Resources](#)
- [OAD website](#)

Be Familiar With:

- [NC Pattern Jury Instructions](#)
- [NC Superior Court Judges' Bench Book](#)

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JUVENILE DELINQUENCY LISTS

LIST 4A: JUVENILE CLASS A1-3 MISDEMEANORS, CLASS H-I FELONIES, PROBATION VIOLATIONS, AND MOTIONS FOR CONTEMPT

LIST 4B: JUVENILE CLASS A-G FELONIES

Read:

- [Local Rules for Juvenile Court](#) (available by clicking on a county on the map)
- [N.C.G.S. Chapter 7B, Juvenile Code, Subchapter II](#)

Be Familiar With:

- [NC Juvenile Defender Manual](#)
- [OJD website](#)
- [Office of the Juvenile Defender \(OJD\) blog](#)
- OJD listserv (contact OJD to subscribe)
- [Juvenile Justice Case Compendium](#)
- NC Defender Manual [Pretrial - Vol. 1](#) & [Trial - Vol. 2](#)

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LIST 5A: GUARDIANSHIP AND DISABLED ADULTS

Read:

- N.C.G.S. Chapters [35A](#) and [108A, Article 6](#)
- [NC Rules of Civil Procedure](#)

Be Familiar With:

- Guardianship listserv (contact Office of Special Counsel to subscribe)
- [NC Guardianship Manual](#)

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LIST 5B: JUDICIAL WAIVER

Read:

- [N.C.G.S. 90-21.6-21.10](#)
- [NC Rules of Civil Procedure](#)

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LIST 5C: CIVIL COMMITMENT

Read:

- [N.C.G.S. 122C](#)
- [NC Rules of Civil Procedure](#)

Be Familiar With:

- Civil Commitment listserv (contact Office of Special Counsel (OSC) to subscribe)
- [NC Civil Commitment Manual](#) (note: includes checklists)
- [IDS website OSC page](#)

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LIST 6: CHILD SUPPORT ENFORCEMENT ACTIONS

Read:

- [Contempt, Michael Crowell, UNC School of Government](#)
- [N.C.G.S. Chapter 5A, Articles 1 and 2, and Chapters 50 and 110](#)

Be Familiar With:

- Child Support listserv (contact Office of Parent Defender (OPD) to subscribe)
- [IDS website Child Support and Contempt page](#)
- [NC Child Support Guidelines](#)
- [NC DHHS Child Support Services Manual \(specifically Enforcement\)](#)
- [NC DHHS NC Child Support Enforcement -- Information for Attorneys](#)
- [NC Trial Judges' Bench Book, Vol. 1 Family Law, Chapter 3, Part 4 Enforcement of Child Support Orders](#) (click on "Other Manuals" at top right of page)
- [On the Civil Side blog](#)
- [Who Are The Parties in IV-D Child Support Proceedings? And What Difference Does It Make?, John L. Saxon, Family Law Bulletin #22, January 2007](#)

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LIST 7: PARENT REPRESENTATION

Read:

- [IDS Performance Guidelines for Attorneys Representing Indigent Parent Respondents in Abuse, Neglect, Dependency or Termination of Parental Rights Proceedings at the Trial Level](#)
- [N.C.G.S. Chapter 7B, Juvenile Code, Subchapter I](#)
- [NC Rules of Civil Procedure](#)

Be Familiar With:

- [Abuse, Neglect, Dependency and Termination of Parental Rights Proceedings in North Carolina Manual](#)
- [Child Welfare Case Compendium](#)
- [NC DHHS/DSS Child Welfare Manual](#)
- [Office of the Parent Defender \(OPD\) website](#)
- [On the Civil Side blog](#)
- Parent Attorney listserv (contact OPD to subscribe)

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