

COI Supervisor Information

The table below shows which counties are “partnering counties” for Conflict of Interest (COI) cases, based on which counties border each county.

| | Partnering County |
|-----------|--|
| Alexander | Caldwell, Catawba, Iredell |
| Burke | Caldwell, Catawba, Lincoln |
| Caldwell | Alexander, Burke, Catawba |
| Catawba | Alexander, Burke, Caldwell, Iredell, Lincoln |
| Iredell | Alexander, Catawba |
| Lincoln | Burke, Catawba |

- In assigning a COI, there is a log with an alphabetical rotation. When the home county requests a COI, their next “partnering county” up on the list is assigned. Exception: when there has been a COI on the same family within the last year, then the case will be given the partnering county who previously had the case.
- When Catawba County receives the call from the home county, the following information is needed and should be logged in SharePoint by the Catawba County SWS who is on Intake/On-call at the time:
 1. Casehead/primary client
 2. Type of case – I/A, IH, FC
 3. If an I/A case, has the report been screened and if so, the screening decision.
 4. Reason for the conflict
- It is not Catawba County’s responsibility to determine if the report is a true COI – if there is a dispute, that needs to be settled between the home county and the partnering county. If it is determined it is not a COI, the **partnering county** is responsible for notifying Catawba County so the log can be updated.
- If a report has not been screened, a placeholder will be placed on the log and it is the responsibility of the **partnering county** to let Catawba County know whether the report was screened in or out.
- When a report is screened out, that does not count as a COI rotation for the partnering county. It will be kept on the log, but will not be counted an assignment in the rotation. Only accepted reports count toward the rotation.
- If a county refuses a conflict, that will be noted on the log and it will not be counted an assignment in the rotation.
- The COI Information Sheet should be completed and sent to the partnering county with the report/record.

| COI re: Foster children | | | | | | |
|---|-------------------------------------|-------------|--------------|------------|--|-----------------------------|
| Foster Child's Placement | Home is Located | | | COI Y or N | County to Conduct AX | Screening County |
| | Alleged Perpetrator is | Your County | Other County | | | |
| In Licensed Foster Home or Group Home or Kinship | Person in the placement's home | X | | Y | Receiving County | Receiving County |
| In Licensed Foster Home or Group Home or Kinship | Person in the placement's home | | X | N | County where Plcmt is located | County taking report |
| In Licensed Foster Home or Group Home or Kinship | Person in the original removal home | | | N | Resident County of the Alleged Perpetrator | County taking report |
| Trial Home Placement | Person in the Trial Home Placement | X | | Y | Receiving County | Receiving County |
| Trial Home Placement | Person in the Trail Home Placement | | X | N | County were home is located | County were home is located |
| *Exception would be if the County where home is located is the licensing agency for the placement or have children in that placement also. Then one of the bordering counties should be sought as a COI for the county were the placement is located. | | | | | | |
| If a foster child is a parent of another child in care - all reports involving the foster child's child should be conflicted out. | | | | | | |

How to Notify Catawba County

During business hours: Call or email XXX

Nights/Weekends/Holidays: Call XXX and ask for the CPS SW on-call