



Standard Application Summary Form: Chartered Mediator (C.Med) Designation

(Copy to be sent to ADRIC for all applicants)

Affiliate name:

Applicant Name:

Date of Application:

Date of Committee Review:

Ultimate Disposition at the Regional Level:

Recommended

Denied*

If denied, please attach a copy of the letter of denial sent to the applicant, along with the Skills Assessment Form, as applicable.

Chartered Mediator (C.Med) Accreditation Committee Reviewers

Each of the **minimum 3** reviewers who were present at the assessment interview is to **handwrite their name, sign and indicate their recommendation on the candidate: "pass" or "fail"** below. (*Minimum 2 of 3 regional assessors must agree on a "pass" for the candidate to be recommended to National for the designation.)

Name and Signature of Assessor:	Recommendation – Pass/Fail:

1. EDUCATIONAL REQUIREMENTS

Candidate demonstrated:

- Completion of at least 80 hours mediation theory and skills training in mediation training programs approved by ADRIC or acceptable to the RCMAC; **AND**
- Completion of 100 hours of study or training in dispute resolution generally, the psychology of dispute resolution, negotiation, public consultation, mutual gains bargaining, communication, management consulting, conflict management, or specific substantive areas such as law, psychology, social work, counselling, etc. The specific requirements for this additional 100 hours shall be left to the discretion of each RCMAC; **OR**
- The applicant is recommended under the Longevity of Practice exemption as they have exceeded the above through proven skills, competency, and longevity in practice as recognized and recommended by peers, thus the educational requirements listed were waived. The decision of the RCMAC is supported by documented reasons for the recommendation. **(Please attach documentation.)**

(ADRIO only)

- "In order to ensure and encourage enhanced professionalism and adherence to best practices, ADRIO™ has developed an online course: Practical Ethics for Working Mediators. This Course is now mandatory for ADRIO member applicants for all mediation designations."

Comments:



2. PRACTICAL EXPERIENCE REQUIREMENTS

Candidate:

- has conducted at least 15 mediations as the sole mediator or must clearly have been the mediation chairperson, not simply a co-mediator;

AND

- all of the above 15 mediations must have been fee paid, "i.e. the mediator has been remunerated either by fee or by salary for services rendered as mediator"

Comments:

3. SKILLS ASSESSMENT

Candidate demonstrated competency in the process of mediation as determined through:

- Skills assessment/Role-play; Competency assessment program, **OR**
 Other means "proposed by the applicant or the RCMAC and approved by ADRIC."
 Longevity of Practice exemption, as approved by national; **OR**

Comments (please attach standard Skills Assessment Form):

4. AFFILIATE MEMBERSHIP

Applicant is a full member of the Institute in good standing YES NO

5. PLEDGE

Applicant pledged to comply with the ADRIC Code of Ethics? YES NO

6. CONFIDENTIALITY

Applicant has signed the Confidentially Agreement (effective November 2017). YES NO

7. CONTINUING EDUCATION AND ENGAGEMENT

Applicant agrees to acquire 100 maintenance points over 3 years and to promptly submit status report with appropriate fee and taxes within that time. YES NO

8. PROFESSIONAL LIABILITY INSURANCE

Applicant has at least \$1 million insurance coverage **AND** signed the Declaration of Insurance Form YES NO

9. RENEWAL DESIGNATION FEE:

Applicant agrees to pay annual designation maintenance dues to ADRIC each January. 2018 fees: \$198 plus taxes. YES NO

Comments: