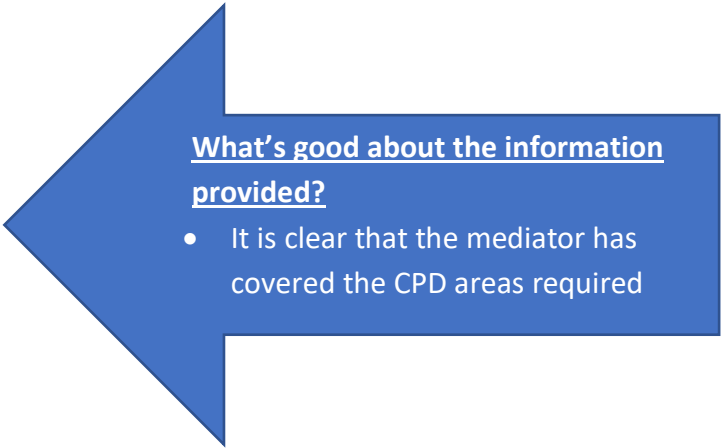


An example of how to complete Sections A, B & C on the Re-accreditation Form for a mediator who is not a PPC and who is not CIM qualified

Section A – CPD

Mediators need to demonstrate they have covered six different areas, across each three-year period. PPCs and child inclusive mediators also need to carry out PPC and CIM specific CPD. Please confirm whether your CPD has included these areas, and use the codes below when entering details of your CPD.

| Areas required to be covered by CPD activities | *Code to put into 'Area covered' column for relevant activities | Confirm topic included - Y or N |
|---|--|--|
| Changes in family law | 1 | Y |
| Changes in pensions, benefits and personal taxation | 2 | Y |
| Developments in family mediation practice and theory | 3 | Y |
| Safeguarding knowledge and skills, to include domestic and child abuse | 4 | Y |
| Developments in children's issues, the impact of parental conflict, available resources and support services | 5 | Y |
| Issues of diversity & inclusivity | 6 | Y |
| [Compulsory for CIM qualified mediators only] Child Inclusive Mediation | 7 | n/a |
| [PPCs only] Supervision theory and practice | 8a | n/a |
| [PPCs only] Understanding the FMC standards framework | 8b | n/a |
| [PPCs only] Supporting consultees in practice | 8c | n/a |
| [PPCs only] Supporting consultees in particular areas e.g. CIM, portfolio building, legal aid contracts, where relevant | 8d | n/a |
| Other | 9 | Y |



| Date | Who provided the training (e.g., name of course provider or publisher) and what type of training was it (e.g., webinar, reading, in person training course)? | What training did you do (e.g., name of course or publication read)? | Benefits to mediation clients (e.g., Essential understanding of MIAMs to carry into the mediation room; Helps me to explain to parents the benefits of meeting with children) | Area covered* (enter code - see above) | CPD hours |
|---------|--|--|---|---|-----------|
| 1.12.19 | Family Law Week CPD Podcast | Financial Remedies | Enables me to provide current legal information relevant to mediation | 1 | 1 h |
| 1.12.19 | Family Law Week Reading | Family Law Week - follow up reading various articles on financial remedies mentioned in the podcast to gain a deeper understanding of the issues covered | Enables me to provide detailed current legal information relevant to mediation | 1 | |
| 31.2.20 | College of Mediators In person training course | Update on Power, Screening and Domestic and Child Abuse | Enables me to keep people safe and empower their communications in mediation | 4 | 5 |
| 15.4.20 | NFM Webinar | Online Mediation | Enabled me to consider the issues that moving to online mediation would bring and therefore to consider | 3 | 2 hours |

What's good about the CPD?

- Demonstrates a variety of skills/knowledge added to this mediator's experience and the benefits to clients
- Variety of providers and of modes of delivery
- The amount of substantive learning meets the minimum requirements
- Spread over the three-year period

| | | | | | |
|-----------------|--|--|---|-------|---------|
| | | | and address how I would deal with these before carrying out a mediation online | | |
| 30.9.20 | Resolution Dispute Resolution Event Online | Annual Conference on a variety of subjects | Connects me to the practice of my peers and the newest ideas in the wider world of Dispute Resolution and enables me to provide information about other forms of dispute resolution in pre-mediation meetings | 3 | 5 hours |
| 7.2.21 & 8.2.21 | Family Mediators Association – Two half day courses online | Dealing with impasse and high conflict with Emory Boardblock MBE | Practical and useful tools for dealing with participants who fall within the range of very obstructive to potentially aggressive | 4 | 6 hours |
| 14.8.21 | Family Law Week CPD online course | Private law children update, finance, Schedule 1 Children Act applications, pensions in mediation. | Enables me to provide current legal information relevant to mediation | 1 & 2 | 4 hours |
| 24.11.21 | NFM in person course | Mediation Skills refresher | Useful to have a reminder of basic skills and how they can be used | 3 | 5 hours |

What's good about the information provided?

- It covers the three years immediately before the form was submitted (Beginning of December 2019 to end of January 2022)
- Short but specific explanations make clear that this CPD is of benefit to this mediators' clients
- The mediator does not assume that the person considering the form knows what topics the training covered
- The hours are totalled at the end so this calculation doesn't have to be done by FMC office staff

| | | | | | |
|----------|---|---|---|-------|---------|
| 12.12.21 | Judicial College in person course | 1 day course on Universal Credit provided to me as Tribunal Judge | Providing information to participants when required. Using acquired skills when mediating | 2 | 6 hours |
| 1.6.22 | Diversity Trust Online Course | Unconscious bias training | Alerted me to my potential biases so I can identify these and ensure I do not allow them to influence my work | 6 | 3 hours |
| 17.9.22 | LADR In person course | Child inclusive mediation awareness | Helps me to explain to parents the benefits of meeting with children | 5 & 9 | 5 hours |
| 11.11.22 | My PPC, Horace Walpole, In-house training | A half-day discussion of the new MIAM standards and guidance and how to apply these | Ensures I am up to date with latest practice for assessments | 9 | 4 hours |

[The rows will expand as you type into them. To add a new row below, use the 'tab' key at the end of the row]

NB Please note that activities cannot be double counted. If a day's conference covered several areas, break them down in to those areas and the hours they each covered.

Total mediation CPD (excluding CIM and PPC training) over 3-year period: hours

~~[CIM qualified mediators only] Total CIM CPD over 3-year period:~~ hours

~~[PPCs only] Total PPC CPD over 3-year period:~~ hours

~~If less than the required number of hours CPD (30 for mediation, 10 for CIM or 15 for PPC) please tick (or type X) here to confirm you have included an explanation and/or action plan)~~

SECTION B - PPC Support

| Date | Number of hours | |
|------------|-------------------------------|-----------------------------------|
| | Individual support (in hours) | Small group discussion (in hours) |
| 2 Dec 19 | 1 | |
| 4 May 20 | 1 | |
| 7 Aug 20 | | 2 |
| 7 Nov 20 | 1 | |
| 6 Feb 21 | 1 | |
| 2 May 21 | | 2 |
| 29 July 21 | 1 | |
| 23 Oct 21 | 1 | |
| 5 Feb 22 | | 2 |
| 6 May 22 | 1 | |
| 27 June 22 | | 2 |
| 26 Oct 22 | 1 | |

What's good about the PPC Hours?

- At least 2 individual hours each year
- A minimum of 4 PPC hours each year
- Regular consultation

What's good about the information provided?

- It covers the three years immediately before the form was submitted
- The date of each session is provided
- The number of hours and the nature of the support is clear
- No double counting of training provided by PPC and counted in CPD above
- Total number of hours is completed

Total PPC Support over 3-year period: 16 hours including total individual support: 8 hours

If less than the required number of hours PPC support (12 hours in total of which at least 6 must be individual) please tick here (or type X) to confirm you have included an explanation and/or action plan)

[CIM-qualified mediators only] My primary PPC is CIM qualified: Yes/No

[CIM-qualified mediators only, where primary PPC is not CIM qualified]: Name of secondary, CIM qualified PPC: _____

SECTION C - Levels of Practice

| Year (i.e. from dd/mm/yy to dd/mm/yy) | No of hours family mediation practice (excluding information and assessment meetings, preparation and recording) Please state <u>exact</u> number of hours if <u>15 hours or fewer per year</u> . If more than 15 hours per year, please state approximate hours. | [PPCs only] No of hours acting as a PPC | [CIM qualified mediators only] No of cases |
|--|---|--|---|
| 1.12.19 – 30.11.20 | 13.5 | n/a | n/a |
| 1.12.20 – 30.11.21 | 25 | n/a | n/a |
| 1.12.21 – 30.11.22 | 45 | n/a | n/a |
| Total | 83.5 | n/a | n/a |

What's good about the hours?

- Although the mediator is short on hours in the first year, she has shown that this has been addressed in later years and included an explanation for this.

What's good about the information provided?

- It covers the three years immediately before the form was submitted (Start of December 2019 to end of November 2022)
- The mediator has recorded precise hours where short of the usual 15 hours required in the first year
- The mediator has ticked the box to confirm and included an explanation for being short of the usual 15 hours and explained how the increased hours for 20/21 and 20/21 will be maintained to ensure these requirements will be met in the future
- The number of hours is clear

Mediation Practice: If fewer than 15 hours in any one year, tick (or type X) here to confirm you have included an explanation and/or action plan where appropriate

[PPCs only] If fewer than 12 hours acting as a PPC over the 3-year period – or 4 hours per year, tick (or type X) to confirm you have included an explanation and/or action plan

[CIM qualified mediators only] If fewer than three CIM cases have been conducted in the 3-year period, tick (or type X) to confirm you attended CIM refresher training and listed it under CPD above? **Yes / No**