**Template Action Plan**

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| --- | --- | --- | --- |
| Mediator Name |  | Mediator URN |  |
| PPC Name |  | PPC URN |  |

|  |  |  |
| --- | --- | --- |
| **Area of skills/knowledge** | **Current level of skill/knowledge & how maintained** | **Gaps** |
| MIAMs/Pre-mediation Meetings  |  |  |
| Mediation Skills  |  |  |
| Understanding of CIM |  |  |
| Legal Knowledge  |  |  |
| Knowledge of pensions, benefits & personal taxation |  |  |
| Understanding of current funding options  |  |  |
| Safeguarding knowledge and skills, to include domestic and child abuse  |  |  |
| The impact of parental conflict, available resources and support services  |  |  |
| Issues of diversity & inclusivity  |  |  |

**Actions identified – these should seek to address gaps:**

1. xxx
2. xxx
3. xxx
4. xxx
5. xxx
6. xxx
7. xxx
8. xxx

|  |
| --- |
| NB Example of actions that may be appropriate (see guidance with examples and flowchart in order to help decide which is most appropriate)  |
| Training courses * 3-day refresher course
* Legal Update
* MIAM CPD
* Course on screening for domestic and child abuse
* Inclusion/diversity training
 | Other actions* MIAM Observations
* Mediation Observations
* Additional PPC support
* Research and contact local services that could offer support to MIAM/mediation participants
* Reading
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| Mediator Signature |  |
| PPC Signature  |  |