**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 |  |