



## Application for Accreditation in Divorce Mediation

Name: \_\_\_\_\_

Home Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Business Address: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Member of NYS Council on Divorce Mediation: Yes \_\_\_\_\_ No \_\_\_\_\_

### Accreditation Requirements:

1. Membership in the New York State Council on Divorce Mediation.
2. Submission of \$75.00 application fee, made out to *NYS Council on Divorce Mediation*.
3. Submission of PROOF of Requirement. Check one:  
 Route 1  
 Route 2  
 Route 3  
(see attached Proof of Requirements below)
4. Submission of cover sheet of your malpractice insurance.
5. PROOF of Advanced Practitioner Membership in ACR, if applicable.
6. PROOF of additional ten hours of consultation, if applicable.
7. Six Memoranda, if applicable.

### Submit this application to:

Dolly Hinckley, Chair, Accreditation Review Board  
47 Round Trail Drive  
Pittsford, New York 14534

# Accreditation Requirements: Proof of Requirements

(June, 2002)

One of the following routes is proof of requirements:

## Route 1:

Submission of evidence of Advanced Practitioner Membership in the Association for Conflict Resolution with the addition of ten (10) hours of consultation with an accredited NYSCDM member

## Route 2:

- Completion of a Master's Degree in conflict resolution or a relevant behavioral science, or a law degree
- Completion of specialized training in divorce mediation\*
- Two (2) hours of training for Mediation in Cases of Domestic Violence
- Completion of a minimum of twenty-five (25) mediations
- 250 hours of mediation and two (2) years of mediation experience;
- A minimum of ten (10) hours of case consultation with an accredited NYSCDM member during the course of mediating these agreements;
- Submission of six (6) representative Memoranda of Understanding
- Evidence of appropriate liability insurance

## Route 3:

- Completion of an undergraduate degree
- Completion of specialized training in divorce mediation\*; plus two (2) hours of training for Mediation in Domestic Violence
- Completion of a minimum of twenty-five (25) mediations
- 250 hours of mediation and four (4) years of substantial experience in family mediation, including a minimum of ten (10) hours of case consultation with an accredited NYSCDM member during the course of mediating these agreements
- Submission of two (2) letters of recommendation from accredited NYSCDM members describing the applicant's work and contribution to the field of mediation
- Submission of six (6) representative Memoranda of Understanding
- Evidence of appropriate liability insurance

To maintain NYSCDM accreditation, members must confirm their acquisition of ten (10) continuing education credits yearly, including two (2) credits on an Update of the Law.\*

\*Specialized training in family mediation shall consist of at least forty (40) training hours with a minimum of five (5) hours in each of the following: conflict resolution theory; psychological issues in separation, divorce, and family dynamics; issues and needs of children in divorce; mediation process and techniques; and family law, including custody, support, asset evaluation and distribution, and taxation as it relates to divorce.

## **Consultation Requirements for Accreditation**

Ten hours of consultation are required in addition to the training component and experience component requirements for accreditation, which may consist of:

1. Ten individual hours of consultation with an Accredited Member of the NYSCDM. Verification is required.
2. Five of the individual hours may be substituted for, by participation in Group Consultation or Peer Consultation.

In the event that Peer Consultation is selected, then the Peer Group shall consist of four to twelve members who meet expressly for the purpose of consultation about their respective cases. The Accreditation Candidate may substitute three hours of Peer Consultation for one hour of Individual Consultation up to a total of fifteen hours to be substituted for five hours of Individual Consultation.

In the event that Group Consultation is selected, then the group shall consist of three to twelve members who meet with an Accredited Member of the NYSCDM for the purpose of consultation about their respective cases. The Accreditation Candidate may substitute two hours of Group Consultation for one hour of Individual Consultation up to a total of ten hours to be substituted for five hours of Individual Consultation.