

The Supreme Court of Ohio

APPLICATION FOR EDUCATION AND TRAINING PROGRAM APPROVAL

Required education and training programs for mediators, parenting coordinators and neutral evaluators, as specified in Rule 16 of the Rules of Superintendence for the Courts of Ohio, must comply with the Training Program Standards established by the Commission on Dispute Resolution. These Training Program Standards and the Instructions, Obligations, and Responsibilities for the Approval of Required Dispute Resolution Training Programs are located on the Dispute Resolution Section website

(<https://www.supremecourt.ohio.gov/courts/services-to-courts/dispute-resolution/>)

This application is *not* an application for CLE credit. The procedure for applying for CLE is located at: <https://www.supremecourt.ohio.gov/attorneys/cle/>.

Submit your application to DisputeResolution@sc.ohio.gov.

RESPONSES ARE REQUIRED TO ALL QUESTIONS. Incomplete applications will be returned with a request for additional information.

Check which training (one per application) you are applying for:

- Advanced Mediation Workshop
- Fundamentals of Mediation Training
Fundamentals of Mediation trainings are encouraged, but not required, to include the two (2) online modules “ADR: Fundamentals of Mediation” and “Implicit Bias and the Courts for Court Staff and Affiliates” available at <https://sco.csod.com/client/sco/default.aspx>.
- Parenting Coordination Training
- Parenting Coordinator Continuing Education
- School Attendance Mediation Training
- Specialized Child Protection Mediation Training
Specialized Child Protection Mediation trainings are encouraged, but not required, to include the four (4) online modules, “Overview of Child Protection Mediation,” “Parties at Child Protection Mediation,” “Ethics in Child Protection Mediation,” and “Specialized Dockets in Child Protection Mediation,” available at <https://sco.csod.com/client/sco/default.aspx>.

Specialized Family and Divorce Mediation Training
Specialized Family and Divorce Mediation trainings are encouraged, but not required, to include the three (3) online modules, “Overview of Divorce/Family Mediation,” “Statutes, Rules, Standards and Ethics in Divorce & Family Mediation,” and “Family Systems, Family Dynamics & Child Developments Topics,” available at <https://sco.csod.com/client/sco/default.aspx>.

Specialized Domestic Abuse Issues and Mediation Training
Specialized Domestic Abuse Issues and Mediation trainings are encouraged, but not required, to include the online module, “Domestic Abuse Issues in Mediation,” available at <https://sco.csod.com/client/sco/default.aspx>.

1. Name and address of organization/individual providing the training program.

Name: _____

Address: _____

City/State/Zip Code: _____

2. Name of contact person for the training program: _____

Phone number: _____

Email Address: _____

3. Title of the training program: _____

Note: training may not be approved if the title is inconsistent, ambiguous, etc. with the training described in the Rules of Superintendence.

4. List training date(s) and city(s): _____

5. Registration fee, if applicable: _____

6. Minimum number of participants: _____

Maximum number of participants: _____

7. Writing surface available? _____

8. Methods of presentation (check all that apply):

- Faculty in Room with Participants
- Live interactive virtual presentation with participants using camera and microphones
- PowerPoint Presentation
- Demonstration or instructional videos
- Other (please specify) _____

9. Advertised to (check all that apply):

- Lawyers
- Mediators
- Parenting Coordinators
- Others - Specify: _____

10. List admission restrictions, if any: _____

11. Method of evaluation (check all that apply):

- Participant critique
- Independent evaluator
- Other – Specify: _____

12. Description of materials to be distributed: _____

Total Pages _____

- PDF Manual
- PowerPoint
- Other – Specify: _____

13. Please state the total minutes of instruction not including welcome, introductions, breaks and closing remarks. Credit **may be** awarded for presentations concurrent with consumption of a meal as long as all other requirements for approval are met.

General Minutes: _____

Professional Conduct Minutes: _____

14. When are materials distributed?

Before training At the training

Other – Specify: _____

15. Faculty/Trainer

Lead faculty/trainer name: _____

Other faculty/trainer name: _____

16. Faculty - trainee ratio for lecture segments: _____

Faculty - trainee ratio for other segments: _____

Description of activity: _____

Will there be coaches for role plays? Yes No

If yes, role play coach - trainee ratio for role plays: _____

17. Number of hours of credit approved* for:

CLE _____ CEU _____ CPE _____ N/A

*Attach approval letter. If not approved, mail to the address noted above when approval is received.

18. REQUIRED ATTACHEMENTS

- a) Detailed time schedule/agenda (shall show times of day, not just length of time)
- b) Brochure or any other marketing information, including a website, if applicable
- c) Training Program Description
- d) Table of Contents
- e) List of all faculty names, credentials and their resumes/vitae. Faculty shall be qualified by education, or have the necessary practical skills to conduct the program effectively in accordance with standards set by the Supreme Court of Ohio Dispute Resolution Section. A sponsor shall have an ongoing duty to report any activity, criminal or otherwise that would adversely affect the faculty's ability to perform the functions of faculty delivering a training program.
- f) Completed Training Program Standards Form
- g) A complete set of materials shall be available upon request, but does not need to be provided with this application.

19. APPLICANT'S OBLIGATIONS:

Applicant acknowledges and agrees to comply with all obligations and responsibilities outlined in the Instructions, Obligations, and Responsibilities for Approval of Required Dispute Resolution Trainings and the established Training Program Standards for the training.

Name of Persons Applying: _____

Signature: _____

Address: _____

Phone: _____

Email: _____