CHARTERED MEDIATOR DESIGNATIONS

In consultation with the Mediator Designation Committee (MDC), ADRIA will be moving forward with the following in 2015.

1. **Fix the wording** in ADRIA's Information Booklet and Application Form for Chartered Mediator (C.Med.) and Qualified Mediator (Q.Med.)
   a. to make it clear that the assessments are conducted by at least two C.Meds (and preferably 3) approved assessors from a roster approved by the MDC.
   b. to remove the word "after" so it does not imply that they can get their C.Med. before doing an assessment.

2. **Develop a communication strategy** for members to let them know that will be aligning our practices with the criteria outlined.
   a. The C.Med assessment is separate and apart from any assessments that members would have taken as part of their training.
   b. We will no longer be accepting assessments completed as part of the training programs at Mount Royal or JIBC as a substitute for our C.Med assessment.
   c. The two year time frame for the assessment must be adhered to.

   We will need some discretion for applicants that were provided with information contrary to the above criteria.

3. Work with the Mediator Designations Committee to **create a roster for C.Med Assessors** and Role Players and to **set criteria for the roster members.**

4. Recommend to maintain the existing ADRIA designation **application fee and assessment fee**
   a. The application fee for a CMed is $200
   b. The C.Med Assessment fee is $475

1. FIX THE WORDING

This is a simple fix to edit the wording in the Information Booklet and Application Form for Chartered Mediator (C.Med.) and Qualified Mediator (Q.Med.) to make it clear and consistent with our intent. This is not a change of process but simply provides more clarity for the applicant.

a. make it clear that the assessments should be conducted by at least two C.Meds (and preferably 3) approved assessors from a roster approved by the MDC.
b. remove the word "after" so it does not imply that they can get their C.Med. before doing an assessment.

Following is a comparison of ADRIC's and ADRIA's wording for the skills assessment:

ADR INSTITUTE OF CANADA, INC.

Principles, Criteria, Protocol, Competencies for the designation CHARTERED MEDIATOR (Sept. 2011)

III. SKILLS ASSESSMENT

The applicant must demonstrate competency in mediation as per the competency process outlined in Appendix A, which shall be determined through:

a) Observation and approval of the applicant conducting a mediation as a sole mediator by at least three Chartered Mediators[5] or approved by RCMAC ("Assessors"), to occur within two years**before or after**** the date of the C.Med application, through one or more of the following: the applicant conducting an actual mediation, video recorded mediation, mediation role play, or other processes approved by the NAAC in advance of the assessment. [5] In exceptional circumstances where only two Assessors are available, they may proceed with an assessment. In such cases, the recommendation for approval must be a consensus.

b) In exceptional circumstances, an interview between the applicant and the RCMAC. For an interview to satisfy this requirement, the applicant, prior to the interview, must be determined by the RCMAC to qualify for an interview in lieu of observation through longevity in practice, and recognition and recommendation by peers. When relying on an interview rather than observation, the RCMAC may require letters of reference from clients who have directly participated in mediations with the applicant, as per the Letters of Reference Guidelines.

****Note: When I contacted ADRIC to clarify if the assessment could be completed two years after the C.Med. application, they indicated that this was not the practice and they were unaware of any instances in which the application was approved prior to an assessment. A C.Med would not be granted without an assessment.**

ADR Atlantic, Ontario, Manitoba and Saskatchewan follow the same process. An application for C.Med is received by the Regional Chartered Mediator Accreditation Committee (RCMAC). The RCMAC reviews the file and schedules a 2-1/2 hour appointment with the candidate for a skills assessment and to address an ethical dilemma. One member of the RCMAC evaluates the role-play assessment and two RCMAC members act as the role players. The interview option is rarely offered.

ADR INSTITUTE OF ALBERTA

Information Booklet and Application Form for Chartered Mediator (C.Med.) and Qualified Mediator (Q.Med.)

Observation and approval of an applicant conducting a sole mediation, to occur within two years before the date of the application, through one or more of the following:

• A Formal Mediation Skills Assessment

A Formal Mediation Skills Assessment with an assessor chosen from an ADRIA roster of approved assessors and roleplayers who hold either a Q.Med or C.Med designation. This assessment is conducted separately and apart from any classroom evaluation occurring as part of the students' mediation training, either at ADRIA or another approved mediation program. There is a cost associated with this assessment.

• Video recorded Actual Mediation

Video recorded actual mediation assessed by at least two assessor chosen from an ADRIA roster of approved assessors who hold a C.Med. designation. There is a cost associated with this assessment.

• A Video recorded roleplay Mediation

Video recorded roleplay mediation assessed by an assessor chosen from an ADRIA roster of approved assessors who hold a C.Med. designation. Role players are chosen from an ADRIA roster of approved role players, who hold either a Q.Med. orC.Med. designation. It is conducted separately and apart from any classroom evaluation occurring as part of the students' mediation training either at ADRIA or another approved mediation program. There is a cost associated with this assessment.

From the application form:

Each applicant must demonstrate competency in mediation via a Skills Assessment as per the competency process outlined in the document "Principles, Criteria, Protocol, and Competencies for the designation Chartered Mediator, September 2011, Appendix A. Competency in mediation shall be determined through observation and approval of the applicant conducting a mediation as a sole mediator by at least three (3) Chartered Mediators to occur within two years before or after the date of the C.Med application.

2. Develop a Communication Strategy

Develop a communication strategy for members to let them know that will be aligning our practices with the criteria outlined.

a. The C.Med assessment is separate and apart from any assessments that members would have taken as part of their training.
b. We will no longer be accepting assessments completed as part of the training programs at Mount Royal or JIBC as a substitute for our C.Med assessment.
c. The two year time frame for the assessment must be adhered to.

HISTORY

In the past AAMS/ADRIA accepted assessments from several educational institutions which were offering robust Conflict Resolution Certificate Programs, such as JIBC, MRU and our own AAMS/ADRIA Certificate Program assessments.

AAMS/ADDRIA

In 2012, AAMS/ADRIA changed our certificate program such that there are now role play evaluations on the last day of the class opposed to a separate mediation assessment scheduled once all 224 hours of training are complete. The separate mediation assessment was the exact same assessment as a C.Med assessment with the same criteria and with a C.Med as the assessor and either a C.Med or Q.Med as roleplayers. The current in-class role play evaluations are not C.Med level assessments and the students are clearly informed that these evaluations do not meet the C.Med criteria.

The students that completed the old (2012 and earlier) AAMS/ADRIA certificate program were told that their final assessment would be accepted as the C.Med assessment without telling them there was a limited time in which they needed to apply for a C.Med. Going back to these students now to tell them that they need to do another assessment exactly the same as they already completed, and ask them to pay an additional $475 will be a hard sell. Especially since they couldn't even apply for their Q.Med designation at that time without completing this assessment. Getting the practical experience component of 15 solo fee paid mediations within 2 years of completing the training has proven to be very challenging for our members which means for most, their assessment would be older than two years by the time they qualify to apply. In addition many of these mediators have friends and colleagues that were able to apply for a C.Med with an assessment that was older than two years.

The MDC will need some discretion to address some of these legacy challenges with the hope that we can move forward with a clean state for any students that completed their training after 2012.

The designation committee looks at the entire application (education, experience, etc.) when determining whether the assessment timing is acceptable. For students that have already completed an assessment that may be older than two years, one option may be for the MDC to conduct and interview in lieu of re-doing the assessment?

JIBC & MRU

We have partnered with JIBC and MRU for many years and were familiar with their assessment criteria which was consistent with AAMS/ADRIA prior to 2012. The problem we are facing now is that we have lost touch with what they are now doing, how they are running their programs, who they are getting to act as their assessors, etc.

For example, with the MRU program it is not required that the assessor and role players are C. Meds. Also, we have no input as to the criteria for their assessments. This creates two problems: 1) how can ADRIA or the MDC know if they are being assessed at a C.Med level? and 2) can the assessments be accepted if they are not assessed by at least two C.Meds? We have been in contact with MRU to ensure that their website and class materials now correctly identify the Q.Med and C.Med criteria.

The MDC will need some discretion with applicants that took the program before MRU updated their marketing materials. One solution, that we have suggested is that the student submit their MRU assessment video to be viewed by ADRIA C.Med roster of assessors.

There continues to be some communication challenges when there is a discrepancy between what is in writing in the designation information booklet and what has been in practice. ADRIA is working to ensure that the message is being delivered consistently whether it is through ADRIA or other education institutions. Training materials, information provided by the instructor or on a website and the designation information packages must all be consistent.

Moving forward many of these challenges will be eliminated as all members become aware of the C.Med assessment criteria, the message is clear and consistent and the members that completed training 2012 and earlier move through the designation process. Our goal is to become more in line with the affiliates in Atlantic, Ontario, Manitoba and Saskatchewan were the C.Med assessment is scheduled at the time of application for designation.

3. Set Criteria For C.Med Roster of Assessors

ADRIA office will need to work with the Mediator Designations Committee to create a roster for C.Med Assessors and Role Players and to set criteria for the roster members.

4. Designation Application Fees and Assessment Fees

Due to the time and costs associated with the administration of the assessment and designation application. The recommendation is to maintain the existing ADRIA designation application fee and assessment fee. Currently, the application fee for a CMed is $200 and the Assessment fee is $475.

ADRIA cost breakout for the skills assessments

Total:	$475.00
CC fee @3%	$ 14.25
Assessor	$200.00
Role Player	$ 75.00
Role Player	$ 75.00
Room booking	Varies (n/c to $50)
Administration**	$ 50.00 - $75.00

***Estimate 2-3 hrs per assessment for scheduling, room booking, documentation, etc. @$25/hr*

Estimated office time to process C.Med application – 3 hours per applicant

- Review of documents
- Process payment
- Accept reference letters
- Scan and post to board suite for MD committee to review
- Send information to ADRIC
- File and post successful applications

Application fees in Ontario are $500, BC, SK, MB are $200, Atlantic fee not listed – all include the assessment. In Ontario the fees are shared with the Mediation Designation Committee in compensation for conducting the assessments. The Mediation Designation Committees in other provinces **volunteer** their time to process applications and conduct the assessments.