

Superior Court of California
Civil Mediation Program
Hall of Justice
330 West Broadway, Room 241
San Diego, California 92101
(619) 450-7478

MEDIATOR UPDATE

September 2009

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1. Mandatory Mediator Survey

The next phase of the ADR Webpage Improvement Project is underway, and you should have already received and completed the Mediator Profile survey. Once all mediator profile data has been uploaded, development of the web application to post mediator profile information directly to the Court's ADR webpage and to enhance mediator search capability can proceed.

REMINDER: If you haven't already done so, please complete and submit the Mediator Profile Survey, which can be accessed using the following link: http://www.surveymonkey.com/s.aspx?sm=O2hvQRs1Bp9vpkOz3iVdqw_3d_3d Please note that failure to submit a completed survey on or before September 30, 2009 will result in temporary removal from the panel.

2. Documenting Your CME Credits

REMINDER: Your [2009 CME Declaration](#) must be submitted to the Mediation Program Office on or before February 1, 2010.

As stated in Section II.C.4. of the Mediator Manual, in order to maintain panel status, panel mediators must "[c]omplete at least four (4) hours of approved Continuing Mediation Education (CME) credits annually. The CME must focus on mediation skills, process and standards, and at least one of the four hours must focus on ethical issues."

Please mail or fax your [2009 CME Declaration](#) and any supporting documentation to the Mediation Program Office *on or before February 1, 2010*, or be subject to removal from the panel:

Mediation Program Office
Attn: Kelly Breckenridge
Hall of Justice, Room 241
330 W. Broadway
San Diego, CA 92101
(619) 450-7412 (fax)

3. On-Line Forms

In an effort to cut costs instead of trees, effective October 1, 2009, the packet of documents that is sent to Panel Mediators upon case assignment will no longer contain hard copies of the Statement of Agreement or Nonagreement and the Attendance Sheet since both forms are Judicial Council Forms that are readily available on the [Judicial Council's website](#) as well as the [Forms](#) subpage on the Court's ADR Webpage, and both websites include links to the fillable version of the Statement of Agreement or Nonagreement.

REMINDER: The [Statement of Agreement or Nonagreement \(ADR-100\)](#) and the [Attendance Sheet for Court-Program Mediation of Civil Case \(ADR-107\)](#) must both be completed relative to every assigned mediation. The Statement of Agreement or Nonagreement must be returned to the court location in which the case was filed within ten (10) days of the conclusion of the mediation (or the timeframe ordered by the court to complete the mediation if the mediation did not take place or has not ended), while the Attendance Sheet is retained by the mediator for at least two years and submitted to the court only upon request.

4. Fall Open Application Period

The Fall Open Application Period is scheduled to begin on September 22, 2009. A [Mediator Application](#) is available on the court's ADR webpage, and all applications must be received by the Mediation Program Office on or before the close of business on Friday, November 6, 2009. Successful applicants will be notified in December, 2009 and must attend a *mandatory* Orientation in January 2010.

Please feel free to call us if you have any questions about the Civil Mediation Program or any issues discussed in this Update. Please call Kelly Breckenridge at the Mediation Program Office in Central at (619) 450-7478 or Milica Novakovic, the Mediation Program Coordinator, at (619) 450-5268.