



**Principles,
Criteria
and
Protocol**

required for the designation

QUALIFIED MEDIATOR (FAMILY)

~

Q.Med(Fam)

INTRODUCTION

The **Qualified Mediator (Family)** designation recognizes member applicants who have completed sufficient training in mediation and related dispute resolution to be qualified to practice as entry-level mediators in separation and divorce matters while continuing to learn with a goal to becoming a **Chartered Mediator (Family)**.

The designation assists the mediator by providing a nationally recognized credential to show that the mediator has met nationally and regionally set standards for training and/or experience as a family mediator.

The credential will assist the public to select a mediator who has been reviewed to determine that the mediator is qualified and held to an ongoing standard.

CRITERIA

To achieve a Q.Med(Fam), a mediator must fulfill all of the following requirements:

I. EDUCATION

A minimum of 140 hours of ADRIAC-Accredited training comprised of:

- a) Minimum 40 hours of basic mediation training and
- b) Minimum 100 hours of specialized mediation and related training including a minimum of 80 hours specialized Family Mediation training.

a) Basic Mediation Training (Required):

Minimum 40 hours (one or two ADRIAC-Accredited courses spanning five days) covering all of the following areas:

- Interest-based Mediation Process and Skills
- Conflict Resolution
- Negotiation
- Communication Skills

b) Specialized Mediation and Related Training

Minimum of an additional 100 hours of ADRIAC-Accredited specialized training in dispute resolution or related field, which must include a minimum of 80 hours specialized Family Mediation training which must include:

- Minimum 21 hours – dynamics in separation and divorce including:
 - parenting plans
 - family dynamics
 - emotional impact of separation & divorce
 - impact on children
 - managing power
 - case development

- Minimum 28 hours of legal and financial issues in separation and divorce (practicing family law lawyers exempt) including:
 - child support, division of property, and spousal support
 - understanding the legislation, regulations and guidelines governing separation and divorce
- Minimum 7 hours – drafting summaries and memorandum of understanding (including both parenting plans and financial issues)
- Minimum 14 hours – family violence and Intimate Partner Violence training that encompasses understanding risk factors in separation and divorce and safety screening
- Minimum 7 hours – ethical issues in mediation

II. EXPERIENCE

a) Administrative Experience

- Demonstrated ability to handle the administrative aspects of a separation/ divorce mediation from beginning to end by describing your typical process from intake of clients to follow-up after the mediation. Include
 - i. Sample of your Agreement to Mediate
 - ii. Any other paperwork you use with clients.
 - iii. Copy of a redacted separation/ divorce mediated agreement to show knowledge of the process (or provide a sample based on your supervised practice mediation).

b) Practical Experience

- Two years of experience working with families in a related context

AND

- Two family co-mediations (paid or unpaid) where the applicant has clearly been the lead mediator

For the co-mediations, an attestation must be provided by a C.Med(Fam) or in their absence a C.Med with experience in family mediation.

c) Skills Assessment

One practice family mediation supervised by an Affiliate-Approved Supervisor/Assessor

III. MEMBERSHIP

A Qualified Mediator must at all times be a FULL member of good standing of ADRIC via one of its Regional Affiliates.

IV. CONTINUING EDUCATION AND ENGAGEMENT (CEE)

Qualified Mediators (Family) are required to acquire a minimum of 20 points annually of which 6 points must relate to Separation & Divorce dispute resolution. CEE reports are to be submitted by December 31st each year. Details and forms may be found at: <http://adric.ca/resources/professional-designations/continuing-education-engagement/>

V. INSURANCE

All self-employed Q.Med(Fam) are required to sign and submit the Declaration of Insurance form, indicating that they maintain Errors and Omissions Insurance with a limit of at least \$1 million aggregate or check the appropriate box for an exemption of the requirement. (Those who are employed by others should have insurance coverage under their employer.)

VI. PLEDGE

The applicant must pledge to comply with ADRI's Code of Ethics and Code of Conduct.

VII. ANNUAL FEES

Each Regional Affiliate sets its designation application fee. Annual Designation Maintenance/Renewal fees are also required to ADRI to maintain the designation in addition to membership dues. These fees are posted on the ADRI website: <http://adric.ca/resources/professional-designations/>

APPLICATION FORMS

To apply for Qualified Mediator (Family) status, complete the Application Form provided by your Regional Affiliate and return it to your Regional Affiliate along with their required application fee. (Affiliates may have slightly different application requirements and forms, so be sure to use the appropriate application form from your Affiliate.)

ADR Institute of British Columbia (ADRBC) mcrelations@adrbc.com
Tel: 604-736-6614 • Toll-Free: 1-877-332-2264 • www.adrbc.com • [ADRBC Member Portal](#)

ADR Institute of Alberta (ADRIA) info@adrAlberta.com
Tel: 780-433-4881 • Toll-Free: 1-800-232-7214 • adrAlberta.com • [ADRIA Member Portal](#)

ADR Institute of Saskatchewan Inc. (ADRSK) info@adrsaskatchewan.ca
Toll-Free: 1-866-596-7275 • adrsaskatchewan.ca • [ADRSK Member Portal](#)

ADR Institute of Manitoba (ADRIAM) admin@adrmanitoba.ca
Toll-Free: 1-877-489-7452 • adrmanitoba.ca • [ADRIAM Member Portal](#)

ADR Institute of Ontario (ADRIO) • info@adr-ontario.ca
Tel: 416-487-4447 • Toll-Free: 1-844-487-4447 • adr-ontario.ca • [ADRIO Member Portal](#)

Institut de médiation et d'arbitrage du Québec (IMAQ) info@imaq.org
Tel : 514-282-3327 • Toll-Free: 1-855-482-3327 • imaq.org • [IMAQ Member Portal](#)

ADR Atlantic Institute (ADRAI) admin@adratlantic.ca
adratlantic.ca • [ADRAI Member Portal](#)