

IDAHO SUPREME COURT

APPLICATION FOR REGISTRATION AS A  
CIVIL CASE MEDIATOR

(I.R.C.P. 16(k))

(Other than Child Custody and Visitation Disputes)

GENERAL INFORMATION

1. Mediator Registration: Qualifications of Court Appointed Mediators

To be placed on the Supreme Court's list of civil case mediators, the mediator must be a member of the Idaho State Bar who has been admitted to the practice of law for not less than five (5) years. In addition, the mediator must have attended a minimum of forty (40) contact hours of mediation training that meets the standards set forth in Rule 16(j)(6)(b)(iv), Idaho Rules of Civil Procedure.

2. Supporting Documentation

An applicant must submit the following to be placed on a list of mediators maintained by the Supreme Court:

- A. The attached application;
- B. An affidavit of compliance executed by the applicant attesting that the applicant has fulfilled the requirements for registration;
- C. A copy of the applicant's current Idaho State Bar license; and
- D. A certificate of completion or other document showing that the applicant's mediation training has been approved by an accredited college or university, the Idaho State Bar, the Idaho Mediation Association, or the Society of Professionals in Dispute Resolution.

3. To Remain on the Supreme Court List

In order for a mediator to remain on the Supreme Court's list of civil case mediators, the mediator must submit proof that they have completed a minimum of five (5) hours of additional training or education during the preceding three (3) calendar years on one of the following topics: mediation, conflict management, negotiation, interpersonal communication, conciliation, dispute resolution or facilitation. This training shall be acquired by completing a program approved by an accredited college or university or by one of the following organizations: Idaho State Bar, or its equivalent from another state; Idaho Mediation Association, or its equivalent from another state; or Society of Professionals in Dispute Resolutions; American College of Civil Trial Mediators; Northwest Institute for Dispute Resolution; Institute for Conflict Management; the National Academy of Distinguished Neutrals or any mediation training provided by the federal courts. Any program that does not meet this criteria may be submitted for approval either prior to or after completion.

4. Applications should be mailed to the Idaho Supreme Court; c/o Administrative Director of the Courts; P.O. Box 83720; Boise, Idaho 83720-0101; telephone # (208) 334-2246.

**IDAHO SUPREME COURT  
451 WEST STATE STREET  
P.O. BOX 83720  
BOISE, IDAHO 83720-0101  
(208) 334-2246**

**APPLICATION FOR REGISTRATION AS A  
CIVIL CASE MEDIATOR  
(I.R.C.P. 16(k))  
*(Other than Child Custody and Visitation Disputes)***

NAME _____
Organization _____
Mailing Address _____ Suite _____
City _____ County _____ State _____ ZIP _____
Telephone (____) _____ Extension _____ FAX (____) _____
E-Mail Address _____
The information you furnish above will be used in all correspondence with you and in the directory of mediators.

I herewith apply for registration on the list of court appointed civil case mediators maintained by the Idaho Supreme Court pursuant to Rule 16(k) I.R.C.P.

In support of this application, I state the following:

- I am a member in good standing of the Idaho State Bar.
- I have been admitted to the practice of law for not less than five (5) years.

- I have attended a minimum of forty (40) contact hours of mediation training that complies with the standards set forth in Rule 16(j)(6)(B)(iv), Idaho Rules of Civil Procedure. A description of this training is set forth in the attached Addendum Sheet of Mediator Training.
- I submit the following information for inclusion on the Supreme Court's roster of civil case mediators (other than child custody and visitation disputes). **(Please print or type this information in the space provided below using the attached legend of abbreviations where appropriate.)**

(1) Professional Affiliations: (bar memberships, mediation associations)

(2) Education:

(3) Legal training and experience: (litigation experience, areas of practice, expertise)

(4) Mediation training and experience:

(5) Fees and expenses:

(6) In addition to the county of my mailing address, I am willing to conduct mediations in the following counties:

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return the completed application with supporting documentation to:

Idaho Supreme Court  
Administrative Director of the Courts  
451 West State Street  
P.O. Box 83720  
Boise, Idaho 83720-0101

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ADDENDUM SHEET OF MEDIATOR TRAINING

(You must use this sheet to list your mediation training sessions.)

NAME \_\_\_\_\_

MEDIATOR TRAINING:

<b>Description of Course or <u>or Training</u></b>	<b>Contact <u>Hours</u></b>	<b><u>Dates</u></b>	<b>Name of Entity Listed Below which Sponsored <u>Approved Training</u></b>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(Attach additional pages if needed.)

**NOTE:** Courses and training sponsored by an accredited college or university do not require further approval. Mediation training sessions conducted by other providers must be approved by the Idaho State Bar, the Idaho Mediation Association, or the Society of Professionals in Dispute Resolution as provided by Rule 16(k) of the Idaho Rules of Civil Procedure.

\_\_\_\_\_  
Signature Date

# IDAHO SUPREME COURT

## CERTIFICATE OF COMPLETION OF ADDITIONAL CIVIL CASE MEDIATOR EDUCATION

Reporting period: \_\_\_\_\_ through \_\_\_\_\_

**To the Supreme Court of the State of Idaho:**

I, \_\_\_\_\_, hereby certify under penalty of perjury that I have completed five (5) hours of additional mediator education in required topics, as outlined below, which education has consisted of courses, seminars, or training sessions which have been sponsored or approved by an accredited college or university, the Idaho State Bar, the Idaho Mediation Association, or the Society of Professionals in Dispute Resolution, as required by Rule 16(k) of the Idaho Rules of Civil Procedure, Idaho Supreme Court Rules. (Please attach a certificate of completion or other document showing that the mediation education has been approved by one of the above organizations.)

Course Title and Principal Trainer(s)	Course Date(s)	Name of Entity Listed Above which Sponsored or Approved Training	Course Location	Actual Training Hours
<b>TOTAL</b>				

(Attach a separate sheet of paper as an addendum to this certificate if additional space is needed.)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

\_\_\_\_\_  
Signature

Subscribed and sworn to before me, a Notary Public, this _____ day of _____, 2_____	
Notary Public: _____	Residing at: _____
Commission expiration date: _____	

**IDAHO SUPREME COURT**

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**AFFIDAVIT OF COMPLIANCE**

State of \_\_\_\_\_ )  
 ) ss.  
County of \_\_\_\_\_ )

To the Idaho Supreme Court:

I, \_\_\_\_\_, being first duly sworn, depose and say that:

I am the applicant who has signed this application for the placement of my name on the list of civil case mediators (other than child custody and visitation disputes) maintained by the Idaho Supreme Court in accordance with Rule 16(k) of the Idaho Rules of Civil Procedure. By signing this application, I certify that I have fulfilled the requirements therein for becoming a registered civil case mediator.

I fully realize that the determination as to whether I am placed on the Supreme Court's list of civil case mediators depends on the truth and completeness of my answers set forth in this application and the statements attached. To my knowledge, the answers and information which I have supplied in connection with the application are true and complete.

I have read and understand the contents of Rule 16(k) of the Idaho Rules of Civil Procedure and Rule 507 of the Idaho Rules of Evidence, as adopted by the Idaho Supreme Court, relating to civil case mediation and mediator privilege, respectively, and I intend to conduct the mediation of civil cases in conformance with those rules.

Date: \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_,  
2\_\_\_\_\_.

(SEAL)

\_\_\_\_\_  
Notary Public for \_\_\_\_\_  
Residing at \_\_\_\_\_  
My Commission Expires \_\_\_\_\_

## ***LEGEND OF ABBREVIATIONS***

AAA = American Arbitration Association  
ABA = American Bar Association  
AAHCA = American Academy of Health Care Attorneys  
ABTA = American Board of Trial Advocates  
ACTL = American College of Trial Lawyers  
AELC = American Employment Law Council  
AFM = Academy of Family Mediators  
CA = Courthouse Alternatives, Inc.  
CPM = Certified Professional Mediator  
CRCI = Conflict Resolution Center, Inc.  
IADC = Idaho Association of Defense Counsel  
ILF = Idaho Law Foundation  
IMA = Idaho Mediation Association  
Inns = Inns of Court  
ISB = Idaho State Bar Member  
ITLA = Idaho Trial Lawyers Association  
IVL = Idaho Volunteer Lawyers  
SPIDR = Society for Professionals in Dispute Resolution  
USAMI = U.S. Arbitration and Mediation of Idaho, Inc.  
U.S.D.C. = United States District Court  
U.S.S.Ct. = United States Supreme Court