## Mediation Institute Practitioner Membership Renewal

**Note: Use this form if you are NOT also applying for NMAS Accreditation renewal through Mediation Institute. Locate the form for the NMAS Mediator Accreditation Renewal through Mi** [**Here**](https://www.mediationinstitute.edu.au/join-mediation-institute/)

# Personal Details

|  |  |  |  |
| --- | --- | --- | --- |
| First Name |  | Last Name |  |
| Date of Birth |  | Gender |  |
| Company Name |  | | |
| Company Website |  | | |
| Job Title |  | | |
| **Preferred Contact Details** | | | |
| Business Address |  | | |
| Postal Address  (if different) |  | | |
| Preferred Contact Number |  | | |
| Other Contact Number |  | | |
| Preferred Email |  | | |
| Other Email |  | | |
| Email 2 |  | | |

# Insurance

## You must have Professional Indemnity Insurance, either through your professional practice or employer or statutory immunity through your employer. A minimum cover policy is sufficient. We also recommend that you add public liability cover to your policy. You must notify Mediation Institute if your insurance coverage changes.

**Professional Indemnity Insurance:** All Solutions Insurance can write a policy at somewhere between $280 and $330 depending on your state and the level of cover you need.   
Contact Dani Grahame on [danielle@allsolutionsis.com.au](mailto:danielle@allsolutionsis.com.au) 0447 135 151 or   
Samantha Bridges [samantha@allsolutionsis.com.au](mailto:samantha@allsolutionsis.com.au) for a quote. (Current Jan 2020)

*Insurances services are provided for the convenience of members. Mi receives no benefit or commissions. For Policy Wording and Disclosure please refer to All Solutions Insurance*

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| --- | --- | --- |
|  | I have Professional Indemnity Insurance | |
| *Name of insurer* | | *Renewal date* |
|  | I have insurance or statutory immunity through my employer | |
| N*ame of organisation* | | |

## Membership Included

1. **Complaint Handling -** Membership includes access to our independent complaint handling service for NMAS Mediators ([different member category](https://www.mediationinstitute.edu.au/join-mediation-institute/)), Family Dispute Resolution Practitioners and Family Group Conference Facilitators. <https://www.mediationinstitute.edu.au/complaint-handling-service/>
2. **Professional Supervision / Collegiate Support –** you can call the office for a second opinion, purchase a mentoring session or join in a group discussion with other members
3. **Professional Development –** membership includes free ongoing professional development opportunities. https://www.mediationinstitute.edu.au/events/
4. **Shared Learning and Community –** members can access to the Mediation Institute member community and shared learning. https://mi.study247.online and members only Facebook group <https://www.facebook.com/groups/mi.member>
5. **Mediation Institute Member Directory** listing - free for all members <https://www.mediationinstitute.edu.au/mi-members/> and Mediation Institute Members Map – [Mi Members Google Map](https://www.google.com/maps/d/viewer?mid=1xsDbQJTV-ZQqdf2YkCAcAiL_Rnw-4SAo&ouid=0&ll=-30.74996350878028%2C134.6619959&z=5)
6. **Member discounts and special offers** - https://www.mediationinstitute.edu.au/member-benefits/
7. **An Invitation to volunteer** and potentially become a contractor with Interact Online Dispute Diagnostic and Dispute Resolution Service [www.interact.support/working-with-interact-support](http://www.interact.support/working-with-interact-support)

# Transfer only

If you transferring from another Recognised Mediator Accreditation Body (RMAB) to Mediation Institute please provide the following information.

|  |  |
| --- | --- |
| Name of RMAB |  |
| Renewal Date |  |
| Were any special conditions imposed on you by that RMAB? |  |

**Membership Categories**

### Please review the table below and supply the necessary information if you would like to be recognised in any of these categories. *It does not affect your membership fee to be recognised in more than one membership category.*

If you trained with Mi just indicate that below. If you did not train with Mediation Institute evidence of your qualification or registration is required.

|  |  |  |  |
| --- | --- | --- | --- |
| **Tick below** | | **Practitioner Categories** | **More Information** |
| **NMAS** |  | I am a NMAS Mediator accredited through a different Recognised Mediator Accreditation Body (RMAB) | My RMAB is:  Expiry Date: |
| **FDRP** |  | I am applying for accreditation as a Family Dispute Resolution Practitioner or pending reinstatement of my registration. | Attached Course Certificate from: |
|  | I am a Family Dispute Resolution Practitioner | My Registration Number is: **R** |
| **FGC** |  | I am a Family Group Conference Facilitator | Attached Course Certificate from: |
| **CI P** |  | I am a Child Inclusive Practitioner | Attached Course Certificate from: |
| **TRM** |  | Transformative Mediation | Attached Course Certificate from: |
| **Other** |  | Other ADR professional role e.g., Conciliator, Divorce or Conflict Coach, Arbitrator, Parenting Coordinator etc | Evidence of your role qualifications: |

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| **Y/N** | **Declarations** |
|  | Have you been disqualified from any type of professional practice? *If yes provide more information.* |
|  | Do you have any criminal convictions? *If* *yes provide more information.* |
|  | Do you believe that you have any impairment that could influence your capacity to discharge your obligations in a competent, honest and professional manner? *If yes provide more information.* |
|  | Do you agree to comply with the Mediation Institute Code of Ethics and with any relevant legislation, professional standards and any other requirements that may apply to ALL professional roles you undertake? <https://www.mediationinstitute.edu.au/mediation-institute-forms/> |
| Mediation Institute may require further information if you have disclosed criminal convictions, a suspension, or other potential impediments to your membership and / or accreditation. | |
|  | Have you provided all relevant information correctly and to the best of your knowledge to allow Mediation Institute to evaluate your application? |
|  | Do you authorise Mediation Institute to seek information from any party noted on your application and/or supporting documents to evaluate your application? |
|  | **FDR Practitioners only:** *By authorising Mediation Institute to act as your independent complaint handling service you authorise Mi to notify the Attorney Generals Department if a substantiated complaint is made against you which requires disciplinary action and/or to notify them of other changes that may affect your registration as a FDR Practitioner. We will advise you by email using the email address you have provided prior to a notification to the Attorney Generals Department.* |

**Suspension**

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| **Yes/No** | **Is your FDR Registration or NMAS Accreditation currently suspended?** |
|  | If Yes, what are the conditions for reinstatement? |

**Professional Development**

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| **Yes/No** | **If audited could you provide evidence of 25 hours of relevant professional development in the past two years?** |
|  | Comments: |

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| **Payment Online:**  <https://www.mediationinstitute.edu.au/product-category/membership/practitioner-membership/> or provide payment details below if you would like us to process the payment from a Visa or Mastercard | | | | |
| **Name on Card** |  | **Amount** | | $260 for two years |
| **Card Number** |  | | | |
| **Expiry Date** |  | **CVV** |  | |
| **Name** |  | | | |
| **Signature** |  | | | |
| **Date** |  | | | |
| *This member category does not include NMAS Accreditation through mediation Institute. You can join as a Practitioner Member if you are NMAS Accredited with another RMAB or* [*get the correct form*](https://www.mediationinstitute.edu.au/join-mediation-institute/) *to accredit or renew your accreditation with Mediation Institute.* | | | | |

**Request an invoice by email or calling 1300 781 533**

|  |  |
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| **BPay**   1. Access your online or mobile banking. 2. Enter BPay biller code: 274811 3. Follow the instructions using your name or invoice number as a reference.   BPay accepts payment from debit or credit Visa or Mastercard and transfers. | Pay by PhoneCall 1300 267 074Enter Biller ID: 487 405  1. Enter your Name or Invoice Number: 2. Enter the amount: 3. Enter your card details: |

# How would you like to promote yourself?

Mediation Institute (Mi) supports rich profiles on our website for members with photos, information about your qualifications, experience with different types of dispute resolution and even a video or audio file if you would like. **Please indicate your preferences below.**

|  |  |
| --- | --- |
| **Y/N** | **Do you want us to promote your Professional Practice in the following ways?** |
|  | I would like a [full profile on the Mediation Institute website.](https://www.mediationinstitute.edu.au/mi-members/)  Provide any additional information to [members@mediationinstitute.edu.au](mailto:members@mediationinstitute.edu.au) by email or use the profile form you can download to provide the information we need. - <https://www.mediationinstitute.edu.au/profile-for-our-website-template/> |
|  | I would like to be on the [Mediation Institute Members Map.](https://www.google.com/maps/d/u/0/edit?mid=1xsDbQJTV-ZQqdf2YkCAcAiL_Rnw-4SAo&usp=sharing) This requires you to provide a suburb or town to link to geographically.  **The town or suburb for my map listing is:** |
|  | I would like a link on my profile to my LinkedIn profile. Paste the link below. |
|  | I would like a link on my profile to other social media profiles, groups or pages. Paste the links below. |

## Not a private practitioner or have special privacy requirements?

|  |  |
| --- | --- |
|  | It is important that my **contact details** are NOT listed on a public map or website. Please provide clear instructions below. |
|  | I am part of a corporate membership and/or would prefer a profile with a business logo and general contact details rather than a photo of me and my contact details.   Please provide your instructions below: |

**Website Categories**

If you are having a public profile, select the categories you are qualified for. They will be used on filters on our website directories and make it easier for people to find you.

|  |  |
| --- | --- |
| **Y/N** | **Website Categories** |
|  | **NMAS Mediator** [**Interested in this training? Find out more.**](https://www.mediationinstitute.edu.au/nmas-mediator-course/) |
|  | **Family Dispute Resolution Practitioner (FDRP)** [**Interested in this training? Find out more.**](https://www.mediationinstitute.edu.au/chc81115-graduate-diploma-family-dispute-resolution/) |
|  | **Family Group Conference Facilitator (FGC)** [**Interested in this training? Find out more.**](https://www.mediationinstitute.edu.au/family-group-conference-facilitator-training/) |

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| **Y/N** | **Directory Categories** |
|  | **Coach – conflict or related disciplines.** [**Interested in New Ways Coach Training? Find out more.**](https://www.mediationinstitute.edu.au/new-ways-for-families-coach-training/) |
|  | **Transformative Relationship Mediation** [**Interested in this Training? Find out more**](https://www.mediationinstitute.edu.au/transformative-relationship-mediation-training/) |
|  | Private Practitioner i.e., you are available for referrals |
|  | Business Mediation |
|  | Child Inclusive Practitioner (CIP) |
|  | Parenting Coordinator |
|  | Community Mediation |
|  | Workplace Mediation |
|  | Evaluative Mediation |
|  | Indigenous Mediator |
|  | **Multilingual Mediator**- List the languages you can speak to a professional standard: |
|  | List any other categories you would like to propose: |