

Tennessee Supreme Court Alternative Dispute Resolution Commission

**2019 Renewal Application Form
Rule 31 Listed Mediators**

Name: _____

Approval Date of General Civil Listing: _____

Approval Date of Family Listing: _____

Type of Mediator (check all that apply):

General Civil Mediator

Family Mediator

Specially trained in domestic violence

Current Contact Information	
<i>Note: Change of address must be provided to ADRC within 30 days of such change as required by Rule 31.</i>	
Name	
Address	
Address 2	
City/State/Zip	
Base County	
Phone	Fax
Email	Occupation:

1. **List below the continuing mediation education (CME) courses you have taken to meet the continuing education requirements of Rule 31.** (See explanation of requirements in box below chart.) Please attach proof of attendance such as a CLE Statement, Certificate of Attendance, or E-mail Confirmation of Completion from the provider that states the name of the course, date of course, and number of hours.

Title of Course	Date of Course	General Mediation Issues (# of hrs.)	Mediation Ethics (# of hrs.)	General Continuing Education (# of hrs.)	TN Family Law (#of hrs.)

CME requirements for active listing as a Rule 31 mediator: (6 hours required every 2 years)

If you were initially listed in an even year, your CME hours are due December 31, 2018.

If you were initially listed in an odd year, your CME hours are due December 31, 2019.

General Civil Listing	Family Listing	General Civil/Family Dual Listing
2 hours of mediation issues	2 hours of mediation issues	2 hours of mediation issues
1 hour of mediation ethics	1 hour of mediation ethics	1 hour of mediation ethics
3 hours of any continuing general education	3 hours of family law	3 hours of family law

**Note: CLE and other professional continuing education may meet the requirements of Rule 31*

Please visit <http://www.tncourts.gov/programs/mediation/resources-mediators/continuing-mediation-education> for information about courses that have been approved for continuing mediation education credits.

2. Please list any changes you'd like to make to the counties in which you are willing to serve as a Rule 31 mediator. Please visit <http://www.tsc.state.tn.us/programs/mediation/find-mediator> to view your online Rule 31 mediator listing which includes the counties in which you are currently noted as willing to serve.

3. List the number of mediations you have completed since January 1, 2018 to current date or through December 31, 2018.

_____ Tennessee State Courts _____ State Courts outside Tennessee _____ Federal Courts _____ Pre-Suit

4. List the number of pro bono and/or reduced fee mediations you have conducted since January 1, 2018: _____

Type of Dispute	Total # of hrs.	Was it court ordered or did you volunteer to conduct the mediation?	Was it private or through a community mediation center?	Additional information or comments

5. Do you have any professional license(s)? Yes No
 If yes, provide the following for each license: License #: _____ Year Licensed: _____
 Name, address, and phone of licensing agency: _____

(a.) Have your professional privileges ever been curtailed at any time? * Yes No
 If yes, please explain (include date and current status): _____

(b.) Do you have any pending disciplinary actions against you now? * Yes No
**The failure of a Rule 31 listed mediator to acknowledge that she or he has been disciplined by a professional organization or that his or her professional privileges have been curtailed, may result in denial of the mediator's renewal application or in the subsequent removal of the mediator from listing.*

6. Please sign and date your renewal application below:

I certify that the information supplied on this renewal application form is correct to the best of my knowledge and that I qualify for the renewal of my Rule 31 mediator listing(s). I will notify the Alternative Dispute Resolution Commission (ADRC) promptly of any change in my address or contact information. Should any professional license I hold be revoked or should I be disciplined by the Board of Professional Responsibility or any applicable agency, I agree pursuant to Supreme Court Rule 31 to provide notification of such action to the ADRC within 14 days of receipt of being advised of such revocation or suspension by the professional licensing agency or organization. I understand that all information herein is subject to verification.

I have read Tennessee Supreme Court Rule 31 regarding alternative dispute resolution and the related ADRC Policies found at: <http://www.tncourts.gov/programs/mediation/resources-mediators/policies>. I agree to comply with the policies and regulations set forth in that Rule and all subsequent amendments. I agree to submit to the jurisdiction of the courts of the state of Tennessee and the Alternative Dispute Resolution Commission for purposes of fulfilling my obligation to comply with Rule 31 as it may be amended in the future.

Signature _____ Date _____

Pay by Credit Card*:	Pay by Check*: Return form and check payable to the Administrative Office of the Courts (AOC) to:
Fill out form and send to ADRRegistration@tncourts.gov . Then go to https://paydirect.link2gov.com/TNCourts/ to pay your renewal fee.	Tennessee Supreme Court Attn: Alternative Dispute Resolution Commission 511 Union Street, Suite 600, Nashville, TN 37219-1768

*Renewal Fees per ADRC Policies 19 and 20 (Adopted 7/29/14)
 \$100 for renewal form received on or before December 31, 2018
 \$125 for renewal form received between January 1 and January 31, 2019
 \$200 for renewal form received on or after February 1, 2019**
 **A mediator who has not renewed his/her listing on or before January 31, 2019 will be placed on inactive status on February 1, 2019.
 \$200 for renewal form received from inactive mediator