

**APPLICATION FOR TENNESSEE ADRC APPROVAL OF  
16-HOUR DOMESTIC VIOLENCE TRAINING COURSE FOR DOMESTIC VIOLENCE  
DESIGNATION  
Pursuant to Rule 31 (14)(b) and (g)**

Please return this form with the required enclosures **via email** to :      Programs Manager  
Alternative Dispute Resolution Commission  
511 Union St., Ste. 600  
Nashville, TN 37219.  
(615) 741-2687  
[adrregistration@tncourts.gov](mailto:adrregistration@tncourts.gov)

**Program Information**

Program Name: \_\_\_\_\_

Program Date(s) [if new trainers or syllabi are used, update information with Programs Manager]:  
\_\_\_\_\_

Program Site(s): \_\_\_\_\_

Sponsor Name: \_\_\_\_\_

Address of Sponsor: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email: \_\_\_\_\_ Fax: \_\_\_\_\_

Maximum number of participants per training program \_\_\_\_\_

**Facilitator Information**

Primary Trainer(s)

Name(s): \_\_\_\_\_

Listed as Rule 31 Mediator:  Yes     No    • Please attach a resume for each trainer

If no, please list the training provider, the dates, and the number of hours of training this trainer(s) received.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe your mediation training experience and any other training experience. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please describe your history as a mediator. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How many mediations have you conducted within the last twelve (12) months? \_\_\_\_\_

Assistant Trainer(s)

Name(s): \_\_\_\_\_

Listed as Rule 31 Mediator:  Yes  No

If no, please state the dates, the training provider, and the number of hours of training this trainer(s) received.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please describe your mediation training experience and any other training experience . \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please describe your history as a mediator . \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

How many mediations have you conducted within the last twelve (12) months? \_\_\_\_\_

**Curriculum Information**

See revised DV Designation curriculum [here](#)

What procedure will be instituted to ensure participants attend the entire session?

\_\_\_\_\_  
\_\_\_\_\_

Teaching techniques utilized during training programs will include (please check all that apply):

\_\_\_\_\_ lecture                      \_\_\_\_\_ group discussion                      \_\_\_\_\_ readings  
\_\_\_\_\_ written exercises                      \_\_\_\_\_ mediation simulation  
\_\_\_\_\_ other (please describe): \_\_\_\_\_

**AGENDA SUMMARY**

Has this program been approved by the Continuing Legal Education Commission?      Yes    No  
 If yes, for how many hours is it approved? \_\_\_\_\_

Refer to your syllabus to indicate how many hours are provided in distinct lectures and exercises for the following topics.

<b>Topic</b>	<b>Hours per topic</b>	<b>Reference to Syllabus (e.g., time and page #)</b>
Rule 31, Appendix A review		
Definitions and Forms of DV/Abuse including Recognizing Signs and Symptoms of Abuse and Profiles of both Abusers and Victims		
Mediation Intake Screening Processes for Mediations with Domestic Violence Issues		
Safety Assessments/Safety Planning		
Mediating With Domestic Violence Issues (sub topics: How mediating cases with DV issues differs from mediating other cases; what mediators should and should not do given the differences)		
Most common ways technology-enabled abuse manifests in domestic violence cases, including but not limited to cyberstalking, location tracking, harassment, revenge porn, surveillance, and impersonation		
Maintaining Control of Mediation during Mediation with Domestic Violence Issues		
Concepts of and Techniques for Dealing with Anger		
Ethical dilemmas Arising in Mediations with Domestic Violence Issues		
Special Considerations for Drafting Safe, Effective Parenting Plans		
Effects of Domestic Violence on Children and Confidentiality as it relates to child and spousal abuse includes review of Tn mandatory reporting laws		
How and When to Safely Terminate a Mediation where DV has been involved		
Community Resources and Referral processes		

Total Number of Training Hours on the Agenda (including role plays): \_\_\_\_\_

Additional comments on the training program: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Required Documents necessary for review:

Please ensure to attach the following documents to your application email (in PDF format only)

- Complete Syllabus
- Bibliography of Required Readings
- Summary of Course Materials
- Resume for every trainer (full time & part time)
- Copy of Evaluation form to be used by participants
- Application Form

**VERIFICATION OF APPLICATION**

I hereby certify that the application submitted for approval by the Alternative Dispute Resolution Commission for 16 hour domestic violence training is accurate and complete.

\_\_\_\_\_  
Training Program Sponsor Signature

\_\_\_\_\_  
Date