



Tennessee Supreme Court

ALTERNATIVE DISPUTE RESOLUTION COMMISSION
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Supreme Court Liaison

Hon. Sharon G. Lee

Rule 31 Continuing Mediation Education Accreditation Request Form

Provider Name: Tennessee Valley Mediation Association
Address: P.O. Box 51884
Telephone/Fax: 865-588-8862 or 865-681-2649
E-Mail address: toolejudith@aol.com

Course Title: Pre-Mediation Intake in Family Mediations
Date(s) Held: July 17, 2012, 6:00 p.m. to 7:00 p.m.
Location(s): 2117 Middlebrook Pike, Knoxville, TN , Middlebrook Mediation & Training Center, (next to Banks & Jones Law Office)
Fee for Members/Non-Members: \$5.00—members; \$20.00--non-members
Does this course have CLE Commission Approval? Application pending

Session Description	Type of Credit Requested	Start Time	End Time	Credit Approval (Office Use Only)
Jen Comiskey, J.D., and Family Mediation Intake Specialist for the Knoxville Community Mediation Center, will present an in-depth discussion of the Pre-mediation intake process in Family Mediations in the Juvenile Courts. Pre-mediation intakes provide a variety of benefits to mediators and clients. in addition to being an opportunity to communicate information about mediation to the clients, intakes can also help mediators gain important information about the case, help clients organize their thoughts, identify tasks that clients need to complete prior to	Family Mediation Issues	6:00 p.m.	7:00 p.m.	1.0 Hour General Mediation Issues or Family Law

mediation, reduce anxieties about the process and create a safety plan in appropriate situations. The presentation will include a discussion of the purpose and benefits of Pre-Mediation Intake, the Intake process and sample forms, overcoming common challenges, and creating a safety plan in Domestic Violence cases. Ms. Comiskey graduated from Hendrix College in Conway, Arkansas in 2003 with a B.A. in Politics, and earned her J.D. from the University of Tennessee College of Law in 2008. She has worked as Family Mediation Intake specialist for the Community Mediation Center in Knoxville since 2005. At CMC, she coordinates and supervises volunteers, conducts intake, screening and scheduling on mediation referrals from Knox County Juvenile Court, and assists with trainings for volunteer mediators.

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**Total Approved CME: 1.0 Hour
Date Approved: June 29, 2012**