

**Application to Serve on the Civil Mediation Panel**  
**SUPERIOR COURT OF CALIFORNIA**  
**COUNTY OF RIVERSIDE**

This form is available on the Court's ADR web page:  
[www.riverside.courts.ca.gov/adr/adr.shtml](http://www.riverside.courts.ca.gov/adr/adr.shtml)

**Please return the completed application and a resume or biography** summarizing your legal education and professional experience to:

(Ms.) Barrie J. Roberts, ADR Director  
 Superior Court of California  
 County of Riverside  
**Mail:** 4050 Main Street, 2<sup>nd</sup> Floor  
 Riverside, CA 92501  
**E-mail:** CourtADRDirector@riverside.courts.ca.gov

**A. CONTACT INFORMATION**

1. Name: \_\_\_\_\_ CA State Bar No. \_\_\_\_\_
2. Firm: \_\_\_\_\_
3. Business address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Mailing address (if different): \_\_\_\_\_
4. E-mail address: \_\_\_\_\_ Website: \_\_\_\_\_
5. Telephone numbers:  
 Daytime: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

**B. MEDIATOR QUALIFICATIONS**

**1. Bar Membership: Five (5) years of active California Bar Membership required.**

Date of admission to the State Bar of California: \_\_\_\_/\_\_\_\_/\_\_\_\_ Years of active bar membership: \_\_\_\_

I am also admitted to practice law in the states listed below:

State: \_\_\_\_\_ Date admitted: \_\_\_\_\_ Bar No: \_\_\_\_\_ Years of active membership: \_\_\_\_

State: \_\_\_\_\_ Date admitted: \_\_\_\_\_ Bar No: \_\_\_\_\_ Years of active membership: \_\_\_\_

Are you in good standing in each state where you are licensed to practice law?  Yes  No

(If no, provide an explanation here or in Attachment B1.) \_\_\_\_\_

**2. Mediation Training: Forty (40) hours of "approved"<sup>1</sup> mediation training required.**

I have completed 40 hours of "Approved Mediation Training" within the past two (2) years.

I completed 40 hours of "Approved Mediation Training" two (2) or more years ago and within the past two (2) years I have completed at least six (6) hours of continuing or advanced mediation training, including training in mediation ethics and recent developments in mediation law.

I believe I should qualify for the Civil Mediation Panel pursuant to the "Alternative Qualification" standards (Section "4" below)

Other:

**MEDIATION TRAINING:** (You may add pages as Attachment B2.)

Organization	Course Title	Hours	Dates

<sup>1</sup>At least 20 hours must be in the form of a single, comprehensive mediation training program. The 40 hours of training must include: Rules of Conduct for court-connected mediation in California; mediation confidentiality and ethics; mediation demonstrations and role-plays.

Your last name: \_\_\_\_\_

**3. Mediation Experience:**

List affiliations with dispute resolution providers, including the Riverside County Bar Association Dispute Resolution Service (DRS) and the Desert Bar Association: *(You may add pages as Attachment B3)*

Organization	ADR service you provided (mediation, arbitration, settlement)	Dates of Affiliation

**Required:** Within two (2) years of this application, at least five (5) mediations of litigated cases, each with a minimum mediation time of two (2) hours. Do you meet this minimum requirement? \_\_\_ Yes \_\_\_ No

Describe on Attachment B3 or here: \_\_\_\_\_

What other types of litigated cases have you mediated? \_\_\_\_\_

How many times have you served as a mediator for litigated cases? \_\_\_\_\_

How many mediations have you observed? \_\_\_ Describe: \_\_\_\_\_

Have you ever been removed by a court as a mediator? \_\_\_ Yes \_\_\_ No (If yes, describe the circumstances including the court, the date you were removed and the reasons for your removal.) \_\_\_\_\_

Languages other than English in which you can conduct mediation: \_\_\_\_\_

ADR training you have provided: \_\_\_\_\_

ADR Awards/Publications: \_\_\_\_\_

**4. Alternative Qualification:** At the ADR Committee’s discretion, a person who does not meet all program requirements may still qualify for the Civil Mediation Panel by demonstrating satisfactory evidence of sufficient education, training, skills, and experience to serve on the Panel, including but not limited to:

- a. A minimum of 10 years of active California Bar membership;
- b. A significant number of complex mediations;
- c. Within the past two (2) years, at least six (6) hours of continuing or advanced mediation training, including training in mediation ethics and recent developments in mediation law.

Please describe your eligibility for “Alternative Qualification” status here or in Attachment 4:

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

**5. References and/or mediation surveys/evaluations are required** from at least three (3) individuals with personal knowledge of your mediation skills. References to skills as a temporary judge, arbitrator, or settlement judge/attorney may be considered but do not fulfill this requirement.

\_\_\_\_\_ letters of reference and/or mediation surveys/evaluations are attached.  
(# of)

You may contact these individuals as references:

Name: \_\_\_\_\_ Phone #/or e-mail: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**6. PROFESSIONAL BACKGROUND:**

a. Are you licensed in a profession or occupation other than law?

Occupation: \_\_\_\_\_ Licensing Agency: \_\_\_\_\_

State: \_\_\_\_\_ License Number: \_\_\_\_\_

Your last name: \_\_\_\_\_

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b. Describe any additional professional experience other than law that is relevant to your application:

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

c. The principal portion of my law practice in California is in the following courts (*specify state and federal courts, including trial and appellate courts, if applicable*): \_\_\_\_\_

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

d. I currently practice in the following areas of law (*list each subject area of law that occupies at least ten percent of your time*):

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

e. How many of the following have you completed within the past five years as counsel?

\_\_\_\_\_ Jury Trials      \_\_\_\_\_ Court Trials      \_\_\_\_\_ Arbitrations  
\_\_\_\_\_ Settlement Conferences      \_\_\_\_\_ Mediations

f.  I am certified as a specialist by the State Bar of California Board of Legal Specialization or by an organization whose certification program has been accredited by the State Bar of California. Areas of specialization: \_\_\_\_\_

g.  I am certified as a legal specialist by other states or organizations as follows (*specify*): \_\_\_\_\_

Areas of specialization: \_\_\_\_\_

h. Do you currently serve as a Temporary Judge for the Riverside County Superior Court?  Yes  No  
(*If yes, you may skip questions i – l*)

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i. Have you ever been disciplined by the State Bar of California or by a bar association or other professional licensing entity in any state or by a court of record, including being sanctioned or held in contempt?  
 Yes  No

j. Do you have any disciplinary action pending against you by the State Bar of California or by a bar association or other professional licensing agency in any state or by a court of record, including any proceeding for the imposition of sanctions or for contempt?  Yes  No

k. Have you ever been convicted or pleaded no contest to a felony or misdemeanor?  
 Yes  No

l. Are you a defendant in any pending felony or misdemeanor proceeding?  
 Yes  No

(*If you answered "yes" to Questions i, j, k or l provide additional information in an Attachment.*)

Your last name: \_\_\_\_\_

### **CIVIL MEDIATION PANEL REQUIREMENTS**

Civil Mediation Panelists serve for terms of three (3) years which are renewable if the following conditions are met.

If I am appointed to serve as a Civil Mediation Panelist, I agree to comply with these conditions: (Please initial below)

- \_\_\_ **1. Compliance** with all applicable ethics requirements, California Rules of Court, Local Rules and Civil Mediation Panel policies and procedures.
- \_\_\_ **2. Program orientation:** Civil Mediation Panelists must complete an orientation sponsored by the court concerning its Civil Mediation Program, policies and procedures.
- \_\_\_ **3. Observations:** Panel members shall agree to observations of mediations by the ADR Director or designee upon the consent of counsel and parties.
- \_\_\_ **4. Location of Court Mediations:** Each mediator on the Civil Mediation Panel will provide court-ordered mediations pursuant to Local Rule, Title 3, Division 2, within Riverside County unless all parties stipulate to another location.
- \_\_\_ **5. Costs:** Civil Mediation Panel Mediators may not charge parties in Court-Ordered Mediations pursuant to Local Rule, Title 3, Division 2, for any costs associated with the mediation.
- \_\_\_ **6. Continuing Education:** At least six (6) hours of continuing mediation education or training every two years, including recent developments in California mediation law, mediation ethics and mediation confidentiality.
- \_\_\_ **7. Continuing experience:** Mediate at least three (3) Court-Ordered Mediation cases per year pursuant to the compensation policies for that program.
- \_\_\_ **8. Continuing duty to disclose** the matters described in 6 i – l on page 3 of this application.
- \_\_\_ **9. Mediation training agreements:** Mediate the number of cases agreed to as a condition of receiving the reduced-cost court-sponsored mediation training.
- \_\_\_ **10. Mediator Profile:** Provide an on-line “Mediator Profile” and update as needed.
- \_\_\_ **11. Privilege to serve as a Civil Mediation Panelist (CRC Rule 10.781(c))**  
Inclusion on a court list of ADR neutrals and eligibility to be recommended, appointed, or compensated by the court to serve as a neutral are privileges that are revocable and confer no vested right on the neutral. A court has absolute discretion to determine who may be included and to require applicants or members to take additional training or fulfill other conditions within a specified time period in order to maintain his or her qualification as a mediator for the Court. The Court may remove panelists within the three-year term without stating cause.
- \_\_\_ **12.** The Court and the California Administrative Office of the Courts may not defend or indemnify any ADR provider or neutral who serves on a court-related program, or who is listed on a court ADR provider list. ADR providers are encouraged to seek errors and omissions insurance from a qualified insurance provider.

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

Signature: \_\_\_\_\_

*This application is not complete unless the Waiver and Authorization for Release of Information is signed by the applicant:*

**WAIVER AND AUTHORIZATION FOR RELEASE OF INFORMATION**

I have applied to be appointed as a mediator to the Civil Mediation Panel for the Superior Court of California, County of Riverside.

I hereby authorize the State Bar of California and the attorney-licensing authority in any other state where I am admitted to practice law to release to an authorized representative of the court information regarding the following matters:

(1) whether I am in good standing or am otherwise authorized to practice law as a member of the State Bar of California or as an attorney in any other state where I am admitted to practice law;

(2) whether I have a record of discipline with the State Bar of California or with the licensing authority for attorneys in any other state where I am admitted to practice law; and

(3) whether any disciplinary investigation or proceeding is pending against me by the State Bar of California or by the licensing authority for attorneys in any other state where I am admitted to practice law.

Date:

\_\_\_\_\_  
(TYPE OR PRINT NAME OF APPLICANT)

▶ \_\_\_\_\_  
(SIGNATURE OF APPLICANT)

\_\_\_\_\_  
(CALIFORNIA BAR NUMBER OF APPLICANT)