

**CENTRAL OHIO ACADEMY OF
COLLABORATIVE DIVORCE PROFESSIONALS**

**NEUTRAL COACH/NEUTRAL CHILD SPECIALIST (MENTAL HEALTH PROFESSIONALS)
MEMBERSHIP APPLICATION**

Name: _____

Firm Name (optional): _____

Address: _____

City/State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Personal Website: _____

Licenses/Area(s) of Specialty: _____

- I certify that I have reviewed and accepted all membership criteria contained in the Membership Standards attached hereto, and that I have completed a 14-hour introductory course in Collaborative Practicee Interdisciplinary Team Training.
- I hereby certify that I have reviewed and agree to abide by and to honor the Rule for Maintaining Eligibility for Listing in Membership Roster on COACDP Website attached hereto.

Please list all completed courses in Collaborative Training and Mediation Training:
:

Course Name:	Trainer:	Date:	Hours Completed:

- I have enclosed a check in the amount of \$200, made payable to Central Ohio Academy of Collaborative Divorce Professionals, as the fee for my first year of membership.

Please send your application and check to: COACDP, c/o Susan Moussi, CPA, 400 S. Fifth Street, Suite 103, Columbus, Ohio 43215.

Date

Signature

**CENTRAL OHIO ACADEMY OF COLLABORATIVE DIVORCE PROFESSIONALS
MEMBERSHIP STANDARDS FOR COLLABORATIVE MENTAL HEALTH PROFESSIONALS
(Revised, Effective January 1, 2015)**

The following represent standards for membership for Mental Health Professionals (MHP) within the Central Ohio Academy of Collaborative Divorce Professionals (COACDP).

ELIGIBILITY FOR MEMBERSHIP IN COACDP

1. The MHP/applicant must be currently licensed as a MHP in good standing in the State of Ohio to practice independently in psychology, social work, counseling or marriage and family therapy, and must have experienced significant involvement in couples and family counseling for at least three years prior to submitting an application for membership in COACDP.

2. An MHP/member must at all times maintain professional liability insurance, and be current in the payment of COACDP membership dues.

3. In addition to the prior training and experience required above in paragraph 1, in order to understand the interaction with other collaborative professionals, as well as the MHP's role within the Collaborative Family Law Process, the MHP/applicant must have completed at least 14 hours of an Introductory Interdisciplinary Interdisciplinary Collaborative Practice Team Training that meets International Academy of Collaborative Professionals (IACP) Minimum Standards for Training before submitting an application for membership. Upon approval of the application by the COACDP Board, the MHP/applicant shall qualify for listing on the COACDP membership rolls.

ELIGIBILITY FOR LISTING AS A MEMBER IN GOOD STANDING ON THE COACDP WEBSITE

4. In addition to completion of the requirements for COACDP membership, as set forth above in paragraphs 1 through 3, the MHP/applicant must have completed at least 12 hours of a Basic Mediation Training Course before becoming eligible for a listing in the roster of members on the COACDP website; provided, however, if the MHP/applicant has not completed such training prior to submitting a membership application, the MHP/applicant shall complete such training within 24 months following the COACDP Board's approval of the initial membership application. Failure to complete such basic mediation training within the 24-month period will constitute good cause for the temporary removal of the member's name from the COACDP membership rolls until the member has completed such training.

REQUIREMENT FOR CONTINUING ADVANCED TRAINING

5. After completing all training requirements set forth above in paragraphs 3 and 4, a MHP/member shall complete at least three hours of advanced training in conflict resolution, such as: advanced mediation, advanced collaborative practice, communication skills or negotiation skills training within a period of 24 months. Failure to complete such advanced training within the 24-month period will constitute good cause for the temporary removal of the member's name from the COACDP website until the member has completed such advanced training. Attendance at an Annual Forum of the International Academy of Collaborative Practice shall qualify for credit as advanced training under this paragraph.

6. In a case of unusual circumstances, the COACDP Board may approve any reasonable deviation from the requirements as set forth in paragraphs 1 through 5 above.

ETHICAL LIMITATIONS

7. An MHP/member who serves in a neutral role in a Collaborative Family Law Process matter shall adhere to such role, and shall not engage in any continuing client relationship that might compromise the MHP's neutrality. Working with either client separately after the Collaborative family Law Process has ended is inconsistent with that neutral role. The MHP/member must incorporate into the member's Collaborative Participation Agreement a provision disqualifying such member from future work with the client, once the Collaborative Family Law Process has ended; provided, however, this does not prohibit a MHP/member serving as a Child Specialist from seeing the child(ren) after the divorce, with the consent of both parents, to address divorce-specific issues that may arise for the child(ren).

8. A MHP/member who serves on a case in the role of Neutral Coach (NC) shall not function as a therapist to the NC's client after the case has ended; provided, however, a NC should remain available to continue to help the client/family address specific divorce issues after the divorce is final, with the consent of both parties. A therapist for a party shall not serve in the role of NC or NCS on a Collaborative Family Law Process matter involving a party with whom the therapist has acted in a therapeutic role.

9. In a case of unusual circumstances, the COACDP Board may approve any reasonable deviation from the requirements as set forth in paragraphs 7 through 8 above.

CENTRAL OHIO ACADEMY OF COLLABORATIVE DIVORCE PROFESSIONALS
RULE FOR MAINTAINING ELIGIBILITY FOR LISTING IN MEMBERSHIP ROSTER ON
COACDP WEBSITE
(Effective January 1, 2012)

A. After satisfying all training requirements for being listed on the COACDP website, in order to remain eligible for a listing in the roster of members on the COACDP website thereafter, a member must do all of the following:

1. Complete a uniform biographical information form, and update it periodically, as needed, to insure that the information presented is current and accurate.

2. Maintain professional liability insurance, and make timely payment of COACDP annual dues.

3. Commencing in January of 2013, and annually thereafter, on or before the last day of January, each member shall file with the Board of Trustees an itemized report of the total points the member earned during the preceding calendar year from participation in the following list of activities:

a. **BUILDING SKILLS AND MEMBER RAPPORT**

Attend IACP Forum or any collaborative, mediation, communication or negotiation skills training seminars (beyond training required for initial membership eligibility).

Each day of attendance – 2 points

Outside Ohio – Additional 1 point

Attend organization meetings.

Attend COACDP monthly luncheon meeting – 1 point

Attend COACDP Annual Meeting – 2 points

b. **ORGANIZATIONAL ACTIVITIES - PARTICIPATION AND LEADERSHIP**

IACP membership – 1 point

Refer other spouse to CDP member – 1 point

Newsletter Editor – 2 points per issue

Author newsletter article – 2 points

Presenter at CDP monthly luncheon – 2 points

Presenter on Collaborative Family Law at another organization – 2 points

Training seminar administrative/management service – 2 points

Website management – 2 points per year

Mentoring new member – 2 points

Author article on Collaborative Divorce for other publication – 3 points

COACDP Committee member (Attend at least 2/3's of meetings) – 3 points per year

COACDP Standing Committee Chair – 4 points per year

Board of Trustees service (Attend at least 2/3's of meetings) – 4 points per year

4. In order to continue eligibility for listing on the COACDP website for the following calendar year, a member must accumulate a minimum total of eight points during the preceding calendar year. Failure to comply with this Rule will constitute good cause for removing the member's listing from the COACDP website during the succeeding calendar year. Any points earned in excess of eight, up to a maximum of eight additional points, may be carried forward to the next succeeding year. In a case of unusual circumstances, the COACDP Board may approve any reasonable deviation from the requirements as set forth in paragraphs A.1. through A.4.