

## Continuing Mediation Education Qualifying Activities

The following may be considered for CME credit:

Activity	Proposed Credit	How to Apply for Credit
<p>Attend a CME course approved by the Commission</p> <p>Live webinars may qualify as CME</p> <p>On-demand courses may qualify as CME only if a certificate of completion is issued by the course sponsor</p>	<p>1 hour credit for each hour completed</p>	<p>The following should be submitted to <a href="mailto:jennifer.taylor@arcourts.gov">jennifer.taylor@arcourts.gov</a></p> <ol style="list-style-type: none"> <li>1. Name and contact information of Sponsor</li> <li>2. Speaker name</li> <li>3. Topic or subject matter; including description of the presentation</li> <li>4. Timed agenda</li> </ol>
<p>Serve as a role play coach in a training course or class sponsored by the Commission</p>	<p>1 hour credit per role play; limit 3 hours of credit per reporting period</p>	<p>Be sure to complete CME form provided and submit to Stephanie Copeland at the event; or via email post event. <a href="mailto:stephanie.copeland@arcourts.gov">stephanie.copeland@arcourts.gov</a></p>
<p>Write an article on mediation for a journal or other publication</p>	<p>up to 6 hours of credit depending on complexity of article and amount of research required</p>	<p>Submit a copy of the article to <a href="mailto:jennifer.taylor@arcourts.gov">jennifer.taylor@arcourts.gov</a>. Amount of CME credit is determined by the Commission.</p>
<p>Present at CME/CLE or other continuing education program</p>	<p>2 hours of credit for each hour of solo presentation; 1.5 hours of credit for panel presentation</p>	<p>Submit the certificate of attendance and speaker credit form to <a href="mailto:james.tapscott@arcourts.gov">james.tapscott@arcourts.gov</a></p>
<p>Speak to a civic, religious, or educational organization about mediation</p>	<p>credit equal to the time of presentation if solo speaker; if panel presenter time will be pro-rated</p>	<p>The following should be submitted to <a href="mailto:jennifer.taylor@arcourts.gov">jennifer.taylor@arcourts.gov</a></p> <ol style="list-style-type: none"> <li>1. Name and contact information of group or organization</li> <li>2. Topic or subject matter; including description of the presentation</li> <li>3. Timed agenda</li> </ol>

Teach a college or law school course on mediation, or serve as the primary trainer in a mediation training course	up to 12 hours of credit	For a university course provide documentation from the school such as a letter or course registration information. For a mediation training course provide a timed agenda specifying what parts of the course the certified mediator taught. Submit to <a href="mailto:jennifer.taylor@arcourts.gov">jennifer.taylor@arcourts.gov</a>
Allow candidates for certification to observe or co-mediate	1 hour credit per observation or co-mediation; limit 3 hours of credit per reporting period	Submit a copy of the completed verification of observation form to <a href="mailto:james.tapscott@arcourts.gov">james.tapscott@arcourts.gov</a>

To request credit for any of activities not listed, mediators should contact the Coordinator and submit supporting documentation. The Coordinator will review the submission and determine if credit will be granted. Inquiries may be made to Jennifer Taylor at (501) 682-9400 or [jennifer.taylor@arcourts.gov](mailto:jennifer.taylor@arcourts.gov).