

The Australian Mediator and Dispute Resolution Accreditation Standard (AMDRAS) Guideline for the Certificate of Assessment (COA) Mediation Simulation

Purpose: This Guideline provides a “Transition Checklist” to enable Recognised Providers¹ to provide for the new mediation simulation (assessment) requirements for accreditation under AMDRAS.

Please check Part 4, Div. 5 and Appendix 1 of the AMDRAS. Note that only Recognised Training Providers (RTP) can provide training under AMDRAS: clause 20. A RTP can provide training through a third-party provider ensuring that the AMDRAS requirements are complied with. It will also assist in ensuring your Training Course is consistent with the AMDRAS and in meeting any reporting requirements you may have to the Board or other bodies.

A. Format and Delivery

1. Timing: Mediation Simulation to be 2 to 2.5 hours in duration.
2. Delivery mode: Either observed live (face to face /online) or viewed as a recorded session. Where possible live sessions should also be recorded.
3. No coaching or feedback from assessor during or at the end of the simulation.
4. Materials provided:

To participants:

- (a) All required materials must be given to candidates at least 24 hours prior to the simulation including any role play material.
- (b) Relevant instructions and information about required written assessment ; refer to Appendix 1 and Written Assessment guidelines;
- (c) Review and /or appeal procedure if candidate is unsuccessful in attaining COA.

To AMDRAS Board:

- (d) Copy of simulation assessment guide /template (for new applicants)

¹ A Recognised Provider is a generic term that includes either or both a Recognised Training Provider and a Recognised Accreditation Provider.

B. Assessors:

Assessors should not be part of the training team for the candidate’s COT course:

Name	Years of Registration	Hours of Practice	Hours of Training Experience

C. Content of COA:

Candidates should demonstrate within the simulation process, skills and ethical considerations as outlined in the Professional Domains refer to Appendix 1 Table 2 and taught within COT. Candidates should demonstrate the phases and skills that are within a facilitative mediation process:

1. A Facilitative mediation process. As provided for in clause 20 of AMDRAS, Appendix 1 you will see below an outline of a facilitative mediation process.
Please note:
 - a. that this is not meant as a definitive outline, including the terminology employed, as it is recognised that RPs will use different nomenclature in their courses and assessments. However, if a RP wishes to use or adapt this outline, they are free to do so.
 - b. RPs and RTPs may also have a different process order particularly around Phases 5,6 and 7 but all phases need to be demonstrated within the mediation simulation demonstration. Note that Phase 1 and Phase 9 are not included in the assessment simulation.

2. The relevant skills as indicated in Appendix 1 Table 2 and Appendix 4 should also be demonstrated in support of the process.

One Possible Outline of the Mediation Process	
Phase 1:	Preparation (Intake)
Phase 2:	Introductions
Phase 3:	Parties Statements (Summaries)
Phase 4:	Agenda Setting
Phase 5:	Issues Exploration
Phase 6:	Private Sessions
Phase 7:	Generating and Negotiating Options
Phase 8:	Agreement Making and Mediation conclusion
Phase 9:	Implementation, Review and Revision