



Out-of-State Training Guidelines

General Civil Mediation

Applicants who wish to have their out-of-state training reviewed must submit the following additional training documents when applying:

1. Detailed syllabus/agenda for all parts of completed training
 - a. Training must be **substantially similar** to Georgia pre-approved trainings
2. Biographical information/curriculum vitae for the primary trainers
3. Letter of good standing from the court program director in the state where you served as a neutral (required only if you are an experienced mediator with a court-connected program in another state)

Already mediating in another state? You may ask for training requirements to be waived if the following requirements are met if you:

1. Have received training which meets your current State's qualifications, which is substantially similar to approved courses in Georgia
2. Have mediated for one year
3. Have completed a minimum of five mediations or ten hours of mediation during that year
4. Meet educational requirements set out in Appendix B of the GA Supreme Court ADR Rules

Note: Mediators seeking registration in specialized domestic violence mediation, delinquency mediation, and dependency mediation must complete training in Georgia.

Definition of “Substantially Similar” Training Content

For general civil mediation training, any training taken after July 1, 2003, must have been at least 28 hours. In order to be considered "substantially similar," a training outline must demonstrate that pedagogical methods include a combination of lecture, role play, discussion and individual and participatory exercises and that the following substantive areas were included:

1. an overview of ADR processes
2. mediation theory/history; role of the mediator
3. the mediation process
4. communication skills, including listening, questioning, note taking, body language
5. conflict resolution techniques
6. agreement writing
7. ethics and professionalism
8. court process
9. handling escalating tension and violence in the mediation context (not domestic violence)
10. diversity awareness