

## Member Regulations

### 1.0 Application for Membership

Members shall complete an Application Form for registration and inclusion upon the website and shall pay the annual membership fee. A Member shall be a member from year to year and the year of membership shall commence on 1st June.

### 2.0 Web Details

Members may submit their personal details to be hosted on the LSMS website. The LSMS website shall include a search facility entitled "Find a Mediator".

The fields to be entered on the pro forma website shall include:

- Name
- Year of admission/call Educational qualifications Professional qualifications Mediation training
- Date of panel membership
- Email address and website if applicable Telephone and contact details
- Personal profile—this will be subject to a word count limitation Sector—civil & commercial / family / employment / other

### 3.0 Continuing Professional Development (CPD)

All Members who wish to offer services as a mediator (a Practitioner Member) must engage in mediation related CPD.

All Practitioner Members must achieve a minimum of eight CPD hours relating to mediation each year.

The LSMS Management Board will issue guidance from time to time as to what constitutes mediation related CPD and the number of hours which events or types of activity shall attract.

All Practitioner Members will offer terms of engagement for mediation, which include the provision of an Assistant Mediator. It shall be open to the parties to a mediation to elect not to have an Assistant Mediator.

All Practitioner Members shall maintain a CPD log which may include anonymised details of mediations conducted together with comments, problem identification and suggested remedies.

### 4.0 Statistics and Information

Practitioner Members shall use their best endeavours to encourage the participants in mediations in which they are involved to complete a questionnaire in the form prescribed from time to time in order to assemble statistical information.