

OAFM Accreditation Application Checklist

Applicant must be an Associate Member prior to applying for the Acc.FM (OAFM) status

Please check all items as you prepare them for mailing. Incomplete submissions will not be granted the accreditation status until all required documents have been received. To confirm details of the requirements please reference the [Accreditation Requirements](#) pages. Print and complete this checklist and send it with your documentation package by regular mail to the following address:

Ontario Association for Family Mediation (OAFM)
P.O. Box 102
Almonte, ON K0A 1A0

- 1) I am a new applicant for the Accredited Family Mediator status.
- 2) Completed [Application form](#)
- 3) \$450.00 application processing fee.
- 4) Evidence of professional education (university degree or FMC certification).
- 5) Evidence of relevant work experience in human services.
- 6) Documentation to substantiate required mediation training (taken or taught):
 - Forty (40) hours of basic family mediation training course.
 - Twenty (20) hours of family mediation skills training.
 - Fourteen (14) hours of domestic violence assessment (DVA) training.
- 7) Copies of five (5) Agreements to Mediate / Retainer Contracts (with identifying information of the clients whitened out).
- 8) Copies of five(5) Mediator's Reports / Memoranda of Understanding (with identifying information of the clients whitened out).
- 9) Letter(s) from Acc.FM (OAFM) confirming 100 hours of supervised family mediation work.
- 10) Detailed Curriculum Vitae.
- 11) Signed [OAFM Standards of Practice form](#) by which the applicant affirms he or she has read and agreed to adhere to the OAFM Standards of Practice.
- 12) Proof of current liability insurance covering the practice of family mediation in an amount of not less than \$1 Million.