

**Policy on  
Reviewing Criminal Convictions  
and  
Maryland Attorney Grievance Commission Disciplinary Actions for  
ADR Volunteer Applicants<sup>1</sup>**

**Part I**

All ADR Volunteer Applications, regardless of disclosures provided by an applicant, will be screened through the Maryland Judiciary Case Search and the Maryland Attorney Grievance Commission Disciplinary Actions database to search for criminal convictions and disciplinary actions.

DARM<sup>2</sup> is responsible for reviewing all Mediator and Settlement Conference Attorney Applicants who are also attorneys against the Maryland Attorney Grievance Commission Disciplinary Actions.

DARM is responsible for searching all Mediator and Settlement Conference Attorney Applicants in the Maryland Judiciary Case Search for criminal convictions. Applicants should be verified using name, birth date, and address.

**Part II**

Our ADR Volunteer Application review policy related to ethical sanctions (attorney grievance commission disciplinary actions) and criminal convictions is that we welcome practitioners to apply to our program **one** years after the latest of:

- (a) the sanction date; or
- (b) release from incarceration; or
- (c) the reinstatement date; or,
- (d) the expiration of any probationary period.

**Part III ADR Office staff members are free to raise concerns to the ED about an ADR Volunteer Applicant if they have any.**

**Part IV - Attorney Grievance Commission - Disciplinary Actions**

<http://www.courts.state.md.us/attygrievance/sanctions.html>

Indefinite Suspension

Indefinite Suspension w/ Consent

Interim Suspension

Suspension for 1 year

90-Day Suspension

60-Day Suspension

30-Day Suspension

Disbarment

Disbarment by Consent

Reprimand

Reprimand by Consent

Commission Reprimand

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<sup>1</sup>This policy is in alignment with the best practices and standards for assessing applicants criminal convictions when applying for an employment position as recommended in the EEOC Enforcement Guidelines (915.002, 4/25/2012) on the Consideration of Arrest and Conviction Records in Employment Decisions under Title VII of the Civil Rights Act of 1964 and cited by the court in *Green v Missouri Pacific Railroad*, 549 F.2d 1158 (8<sup>th</sup> Cir. 1977).

<sup>2</sup>Director of ADR Roster Management