



DISTRICT COURT OF MARYLAND
ALTERNATIVE DISPUTE RESOLUTION
(ADR) OFFICE

ADR PRACTITIONER ACTIVITY REPORT

Today's date: _____

☐ a.m. docket ☐ p.m. docket

Courthouse: _____

Section I. (About today) (if you conduct more than one case today, complete this top section once, but put your name and date on **every** sheet.)

1. ADR Practitioner Name(s)/ID#: _____ & _____
Practitioner #1 Practitioner #2 (if applicable)
(check if one applies: ☐ Co-mediation ☐ Observer ☐ Reviewer)
2. If you are mediating as an affiliate of a community mediation program, indicate name of center here: _____
3. Total time donated today (including travel time, please round up to nearest 1/4 hour): _____ hours (practitioner # 1)
_____ hours (practitioner # 2, if applicable)
4. Check **all** that apply: ☐ I did not receive any cases today. If you check this box, please do NOT complete Section II below.
☐ OBSERVERS: I observed (or was scheduled to observe) another practitioner today.
☐ REVIEWERS: I reviewed (or was scheduled to review) another practitioner today.

Section II. (About this case. Complete this bottom section for each case you get today.)

5. This case was sent to me by: (check **one**)
☐ direct referral from judge ☐ judge asked for volunteers ☐ courtroom clerk referral
☐ bailiff/sheriff referral ☐ party's request ☐ attorney's request ☐ other
6. Name of Judge for this case: _____
7. Case Number: _____ - _____ - 20 _____
8. Plaintiff(s): _____ 9. Defendant(s): _____
10. Counsel represented: ☐ neither party ☐ plaintiff only ☐ defendant only ☐ both ☐ other (multiple parties, etc.)
11. Type of case (check **only one**): ☐ Landlord/Tenant ☐ Contract ☐ Tort (personal injury or auto accident)
☐ Peace Order ☐ Replevin ☐ Detinue ☐ Other: _____
(Return property and maybe damages) (Return of property or compensation for value and maybe damages)
12. Amount in controversy: (Check "n/a" for Peace Order/Replevin/Tenant Holding Over only)
☐ n/a ☐ \$1 to \$5,000 ☐ \$5,001 to \$10,000 ☐ \$10,001 to \$20,000 ☐ \$20,001 to \$30,000
13. Did this case settle? (Check **only one**)
☐ one or more of the participants or their attorneys opted to go back into the courtroom after the ADR process was explained.
☐ full settlement ☐ partial settlement ☐ no settlement, but participants did try process
14. Total amount of **time** spent on **this** case:
☐ less than 30 minutes ☐ 31 minutes to 1 hour ☐ 1 to 2 hours ☐ more than 2 hours
15. For this case, I practiced (check **all** that apply): ☐ settlement conference
☐ solo mediation - inclusive ☐ solo mediation - facilitative ☐ solo mediation - transformative
☐ co-mediation - inclusive ☐ co-mediation - facilitative ☐ co-mediation - transformative
16. Case ____ of ____ (If you conduct more than one case today, write in the total number of cases you conducted today. Otherwise, just write the number 1. Use a separate sheet for each case.)

17. Comments: _____

☐ check here if comments are continued on back.