



DISTRICT COURT OF MARYLAND

ALTERNATIVE DISPUTE RESOLUTION (ADR) OFFICE

251 Rowe Boulevard, Suite 307, Annapolis, Maryland, 21401 ☆ 410-260-1676 or Toll-Free 1-866-940-1729

Observation Policy for Panel Mediators

I. Post-Apprentice Process Mediator Observations

A. Day of Trial Mediation Observation – Panel Mediators who wish to observe other Mediators on the roster may only observe a Lead Mediator, and only after having completed the Apprentice Process.

1. Panel Mediators shall request the opportunity to observe a Lead Mediator on the roster. This request should be made via e-mail directly to the Regional ADR Programs Director.
2. Lead Mediators will be notified that a Panel Mediator has requested the opportunity to observe.
3. Once the request is approved, the observing mediator will contact the Director of ADR Roster Management to get scheduled to observe the Lead Mediator.
4. As with any session, the Lead Mediator(s) and any observers shall sign the Agreement to Participate in ADR form.
5. The observing Mediator shall add their name to the green ADR Practitioner Activity Report as having observed.
6. The observing Mediator may elect whether or not to complete the Mediator Observation Form.

B. Peace Order Mediator Observation – Panel Mediators, recruited by the ADR Office or the CMC to be on the Peace Order Mediator Roster, may observe a Peace Order Panel Mediator prior to joining the Peace Order Mediator Roster. Panel Mediators may use the observation opportunity to decide if they want to join the Peace Order Mediator Panel, or not. This observation is not in lieu of Apprentice Process observations.

1. Panel Mediators shall request the opportunity to observe a Lead Peace Order Mediator on the roster. This request should be made via e-mail directly to the Regional ADR Programs Director.
2. Lead Peace Order Mediators will be notified that a Panel Mediator has requested the opportunity to observe.
3. Once the request is approved, the observing mediator will contact the Director of ADR Roster Management to get scheduled to observe the Lead Peace Order Mediator.
4. As with any session, the Lead Peace Order Mediator(s) and any observers shall sign the Agreement to Participate in ADR form.
5. The observing Mediator shall add their name to the green ADR Practitioner Activity Report as having observed.
6. The observing Mediator may elect whether or not to complete the Mediator Observation Form.