

## Guidelines for Nationally Accredited Mediators to Transition to AMDRAS

**Purpose:** This Guideline provides a summary of the process for Accredited Mediators NMAS to transition from the National Mediator Accreditation System (NMAS) to the Australian Mediator and Dispute Resolution Accreditation Standards (AMDRAS) Please refer to the AMDRAS and the AMDRAS Transitional Provisions for further Details.

### A. Transition Arrangements – Renewal of Accreditation

- B.** On the 1<sup>st</sup> July 2024 (**the Operative Date**) AMDRAS will replace the NMAS. On that date all Accredited Mediators NMAS will become an Accredited Mediator AMDRAS.
1. During the transition period between the Operative Date and the 1<sup>st</sup> July 2025 (**the Transition Date**) Accredited Mediators AMDRAS are not be required to meet the renewal requirements set out in Division 10 of AMDRAS and can instead meet the requirements in the NMAS.
  2. By the Transition Date all Recognised Accreditation Providers (RAP's) formerly known as Recognised Mediator Accreditation Bodies (RMABs) will be required to have in place processes to allow Accredited Mediators AMDRAS to renew according to the standards established in Division 10 of AMDRAS

### C. Renewal Requirements

4. Accreditation Renewal requirements can be found in Part 4, Division 10. The existing 2-year renewal period has been retained although the CPD and Practice requirements for each level of accreditation now vary: See Appendix 1.
5. Recognised Providers (RPs) who are certified as Recognised Accreditation Providers may commence applying the AMDRAS renewal requirements between the Operative Date and the Transition Date. They must apply the ADRAS renewal requirements from the Transition Date.
6. Under AMDRAS Registered Practitioners will be required to keep a log of their CPD and practice hours: see section 46. Note that this section has broadened the meaning of “practice” which will now include:
  - i. up to 5 hours of intake and preparatory work to set up the dispute resolution process.
  - ii. up to 5 hours of observing a more experienced practitioner.
7. Practice hours for Accredited Mediators has been reduced to 20 hours per 2-year cycle and is 40 hours for each cycle for Advanced and Leading Mediators. CPD remains at 25 hours for each level per cycle.
8. CPD is detailed in section 47 and Appendix 2 where there is also a template for a CPD log.
9. The obligation pay renewal fees is contained in section 50.

### **Accredited Mediators AMDRAS seeking accreditation at a higher level**

10. The AMDRAS will provide the option for Accredited Mediators, who will become known as Registered Practitioners, to apply for accreditation as Advanced Mediators or Leading Mediators. They will not affect any advanced or specialisation recognition they may already have with their current RMAB.
11. Recognised Accreditation Providers (RAP) will notify their members when they have in place the processes to determine eligibility for these levels of accreditation.

### **D. Persons who have commenced but not completed the training, assessment, or accreditation process under the NMAS before the Transition Date**

12. The 24-month period allowed for NMAS training from the enrolment date of the course will apply and may extend beyond the transition date, and
13. The 6-month period allowed from the successful completion of NMAS training to complete the assessment for accreditation under NMAS will apply and may extend beyond the transition date, and
14. The 6-month period allowed from the date on the assessment certificate to apply for Accreditation under the NMAS will apply and applicants will become a Registered Practitioner based on the requirements for accreditation in the NMAS; and
15. without meeting the requirements prescribed in the AMDRAS
16. If the learner or applicant does not meet these timelines beyond the Transition Date additional training and/or assessment may be required in accordance with the Alternative Pathways to Certificates outlined in Division 8 AMDRAS

### **F. Persons who commence the training, assessment, or accreditation process under the AMDRAS before the Transition Date**

17. Recognised Providers (PRs)<sup>1</sup> who are certified as Recognised Training Providers may apply to have their Certificate of Training Course, Certificate of Assessment Process and Practicum Certificate Course reviewed and approved in accordance with the AMDRAS from the Operative Date.
18. Once approved they may offer both NMAS Training and AMDRAS training during the Transition Period.
19. Persons who complete a Certificate of Training (COT) or Certificate of Assessment (COA) under the AMDRAS will be expected to meet the requirements for Recognised Practitioner established in the AMDRAS.

---

<sup>1</sup> A Recognised Provider is a generic term that includes either or both a Recognised Training Provider (RTP) and a Recognised Accreditation Provider: see AMDRAS Definitions

- 20. A 12-month period applies to complete the COT course.
- 21. Having acquired a COT a 6-month period applies to enrol in a COA course.
- 22. Having acquired a COA a 6-month period applies for accreditation as a Registered Practitioner under the AMDRAS Division 9

### **G. The Professional Practice Domains**

- 23. The essential section outlining accreditation, training and practise content is now contained in Part 5 of the AMDRAS titled “Professional Practice Domains.”
- 24. The four Professional Practice Domains are Professional Knowledge, Professional Skills, Professional Ethics and Responsibilities and Professional Development.
- 25. Each Professional Practice Domain consists of various associated “Professional Attributes” to help users of the standards understand more readily and systematically their roles and responsibilities.
- 26. These Domains and their associated Attributes will form the basis of ongoing training including CPD: see section 47.

### **H. Absence, non-practising certificate, suspension, cancellation, imposition of conditions, re- instatement**

- 27. All of these topics can be found in Part 4, Division 12. They are largely the same as NMAS but with the important addition of a mechanism for applying for a non-practising certificate if the leave is sought is over 12 months: section 51.
- 28. Note that where a Registered Practitioner’s accreditation has lapsed the requirements for re-instatement are contained in section 58.

### **I. Application for Accreditation under AMDRAS**

- 29. The requirements for applying for accreditation under AMDRAS can be found in Part 4, Division 9.
- 30. Note that there are time limits on these applications from the date of completion of a Certificate of Assessment or Practicum course: see section 39.
- 31. Importantly, Registered Practitioners are required to obtain and have a current professional indemnity cover or have statutory immunity: see section 43.

<b>Status</b>	<b>Training Requirements</b>	<b>Requirements During the Transition Period</b>	<b>When must they need to meet AMDRAS Requirements?</b>
Current NMAS Mediator on the 1.7.2024	N/A	NMAS Renewal Requirements <sup>2</sup>	Next renewal after 1.7.2025
Enrolled in NMAS Training before 1.7.2025	24 months from enrolment date to complete training (38 hours training)	NMAS requirements <ul style="list-style-type: none"> <li>• 6 months to complete Assessments,</li> <li>• 6 months to apply for Accreditation</li> </ul>	Next renewal after accreditation
Enrolled in AMDRAS Training before 1.7.2025	12 months from enrolment date to complete the Certificate of Training (45 hours)	AMDRAS requirements <ul style="list-style-type: none"> <li>• 6 months to complete the Certificate of Assessment</li> <li>• 6 months to apply for Accreditation</li> </ul>	Upon enrolment in AMDRAS Certificate of Training Course
Advanced Mediator	Practicum Certificate (12 hours)	AMDRAS Requirements	Upon enrolment in the Practicum Certificate Training
Leading Mediator	N/A	AMDRAS Requirements	Upon application for Leading Mediator
Non-Practicing Certificate	N/A	AMDRAS Requirements	Transition date at the latest may be earlier if the Recognised Accreditation Provider has the processes in place.
Leave of Absence, Suspension, Special Conditions	N/A	NMAS Requirements (unless otherwise agreed)	Transition Date 1 <sup>st</sup> July 2025

<sup>2</sup> Recognised Accreditation Providers (RAPs) may commence applying AMDRAS standards during the Transition Period.