



# Collaborative Professionals (NSW) Inc

## ELIGIBILITY CRITERIA FOR MEMBERSHIP OF COLLABORATIVE PROFESSIONALS (NSW) INC. AS AT AUGUST 2021

### Lawyers

- Qualification as an Australian Legal Practitioner
- And
- Completion of a minimum two-day (or at least 14 hours) introductory Interdisciplinary Collaborative Practice training course.

All Applicants must submit a copy of their Practising Certificate together with details of the ICP training course completed.

### Financial Professionals

- Qualification as a Certified Public Accountant
- Or
- Qualification as a Chartered Accountant
- Or
- A Financial Advisor with relevant financial qualifications including:-
    - Membership of the FPA or AFA;
- And
- Holds a related degree in financial planning; or
  - Is a practising Certified Financial Planner; or
  - Is on an education pathway to attaining a related degree in financial planning or becoming a Certified Financial Planner
- And
- Completion of a minimum two-day (or at least 14 hours) introductory Interdisciplinary Collaborative Practice training course

All Applicants must submit a copy of their degree or current CFP certification or if on an education pathway, a summary of education results to date together with details of the ICP training course completed.

## Coaches

Collaborative Professionals (NSW) Inc offers a dual-level membership to ensure members participating in Collaborative matters as a Collaborative Coach in NSW are qualified to conduct matters in a safe, ethical and effective manner.

Applicants who meet the Eligibility criteria in '(1)' below may apply to join CPNSW as a **'CPNSW Coach Practitioner'**. CPNSW Coaches are assumed to have the qualifications, skills and and experience to conduct Collaborative matters as a Collaborative Coach in NSW.

Applicants who meet the Eligibility criteria in '(2)' may apply to join CPNSW as an **'Associate Coach'** until such time as they meet the criteria for a CPNSW Coach practitioner.

*IMPORTANT NOTE: Membership criteria for CPNSW Coaches is self-assessed. In applying for membership as a CPNSW Coach Practitioner or Associate Coach, applicants agree that they meet the requisite criteria as outlined in (1.1-1.3) for **Coach Practitioner** or (2.1-2.2) for **Associate Coach**. Applicants may be asked to provide evidence of qualifications and experience, including current registration as a Family Dispute Resolution Practitioner or accreditation as an NMAS mediator.*

### 1. **'CPNSW Coach Practitioner':**

Applicants who fulfil the following criteria are eligible to join CPNSW as a *CPNSW Coach Practitioner* and qualified to conduct Collaborative matters as a Collaborative Coach in NSW:

#### 1.1. **Qualifications:**

- i. *(For Family Law Matters):* Registration as a Family Dispute Resolution Practitioner (FDRP), authorized to issue Section 60I certificates, with a current registration number;
- ii. *(For non-Family Law Matters)* Current NMAS (national mediator) accreditation, if the applicant is not a registered FDRP;
- iii. Completion of a two-day (or minimum 14 hours) introductory Interdisciplinary Collaborative Practice training course (e.g. Relationships Australia Professional Training course).

#### 1.2 **Experience:**

- i. *(For Family Law)* A minimum 300 hours accrued in the previous 5 years as an FDRP working in private practice, a Family Relationship Centre or another service provider, whilst holding current FDRP registration. *(Note: 300 hours equates to approximately 30 to 50 FDR cases from intake to case completion);*
- ii. *(For non-Family Law matters)* A minimum 300 hours mediation hours accrued in the previous 5 years as a nationally accredited mediator or FDRP

working in private practice, an NGO or a government-funded/industry ADR scheme e.g Community Justice Centre, Fair Trading, OFMA etc.

### 1.3 Other Criteria

- i. Current membership of CPNSW/AACP (membership of both organisations is now integrated).

## 2. 'Associate Coach':

Applicants who have less than 300 hours experience working as a registered FDRP or NMAS accredited mediator and who fulfil the following criteria may join CPNSW as an *Associate Coach*. Associate Coaches may attend CPNSW events, professional training, peer supervision and social events. They may be eligible for mentoring and/or supervision on their first cases.

### 2.1 Qualifications:

- i. (For Family Law matters) Accreditation as a Family Dispute Resolution Practitioner with a current registration number.
- ii. (For non-Family Law Matters) Current NMAS (national mediator) accreditation, if not a registered FDRP;
- iii. Completion of a two-day (or minimum 14 hours) accredited ICP training course (e.g. Relationships Australia Professional Training course).

### 2.2 Other Criteria

- i. Current or pending membership of CPNSW/AACP (membership of both organisations is now integrated).

## 3. Recommended Guidelines for new Coach practitioners

CPNSW makes the following recommendations for new Coach practitioners:

- i. New Coach practitioners acting as Coach in a Collaborative matter should ensure at least one other member of the Collaborative team has had prior Collaborative experience.
- ii. New Coaches should have notetaking experience/observe in two different Collaborative matters, with two different coaches. The new coach should be present to observe key stages of the process e.g. Parties signing the Participation Agreement, making opening statements, articulating their Interests, Needs and Concerns, generating options and team debriefing.
- iii. New coaches should join a Collaborative practice group if available in their area of practice.

#### 4. Alternative Criteria

An applicant may be accepted as CPNSW Coach Practitioner or Associate Coach, at the discretion of the CPNSW Board, if the applicant can demonstrate equivalent qualifications and skills (e.g. overseas qualifications), and provided the applicant can demonstrate significant experience working in the relevant field (e.g. Family Law or Wills and Estates). *Please note, current registration as an FDRP is required to conduct Collaborative Family Law matters, as Coaches must have authority to issue Section 60I certificates.*

**All Applicants must submit a copy of their registration/accreditation together with details of the ICP training course completed.**

#### Membership Fees

**Annual Membership Fee of \$300.00 which includes membership of the Australian Association of Collaborative Professionals (AACP)**