



# CONTINUING MEDIATOR EDUCATION

## **Procedures for Implementing NCDRC CME Policy** (Adopted August 19, 2016; revised September 2016, and March 24, 2020)

On February 26, 2016, the NCDRC adopted a mandatory CME policy, requiring all active MSC and FFS certified mediators to complete two hours of approved continuing mediator education on an annual basis. Pursuant to the CME Policy, the NCDRC hereby issues these Procedures for Implementing NCDRC CME Policy. The CME Policy became effective for the FY 2017-2018 certification renewal period.

1. The CME Policy shall apply to all active MSC and FFS certified mediators.
2. The CME Policy supersedes the NCDRC's prior voluntary CME policy in which the NCDRC recommended that all mediators complete three hours of eligible CME on an annual basis. Mediators were required to report any CME activity taken on their annual certification renewal applications.
3. A program will be approved for CME credit by the NCDRC only if it is also eligible and has been approved for CLE credit by the Board of Continuing Legal Education of the NC State Bar.
4. Staff or a Commission Member may, from time to time, present Podcast(s) that will be eligible for CME credit. A podcast will be approved for CME credit by the NCDRC only if it is presented by at least one NCDRC staff member or one Commission Member.
5. A podcast does not need to be approved for CLE credit by the Board of Continuing Legal Education of the NC State Bar to qualify for CME credit.
6. A program or podcast will be eligible for CME credit only if it relates to "G.S. §7A-38.1, G.S. §7A-38.4A, Rules of the NC Supreme Court for the MSC and FFS Programs, Rules of the NC Industrial Commission, Standards of Professional Conduct for Mediators, Grievance and disciplinary procedures of the DRC, advisory opinions adopted to date by the DRC, or case law updates involving mediation." Self-study is no longer eligible for CME credit.
7. CME shall be completed between July 1 of the prior fiscal year and September 30 of the fiscal year for which the mediator certification renewal application is being filed, and, shall be reported on each annual mediator certification renewal application.
8. There shall be no carry-over of CME credits from fiscal year to fiscal year.

9. Approved CME hours completed between July 1 and September 30 of any given year shall be eligible for CME credit for one certification renewal period only.

10. Completion of approved CME shall not be required for certification renewal for the fiscal year following initial certification.

11. Except as set out in (10) above, approved CME shall be completed prior to the filing of a mediator's certification renewal application for each fiscal year.

12. Mediators holding dual certifications need only complete two hours approved CME annually.

13. An approved CME program shall be a minimum of 1.0 hour in duration. No CME credit will be available for partial-hour programs. Approved programs between 1.0 and 2.0 hours in duration will be rounded down to 1.0 hour for CME credit.

14. An approved CME podcast shall be a minimum of 10 minutes in duration. To receive 1 hour of CME credit through podcasts, a mediator must complete no less than 60 minutes total of podcasts. Partial-hour credit will not be eligible for CME credit.

15. CME credit shall be awarded to presenters of programs and podcasts approved by the NCDRC for CME credit on an hour for hour basis. A presenter will not receive additional CME credit for partial-hour programs, or any portion of a program between 1.0 and 2.0 hours. A presenter on a program panel who participates during the full program will receive an hour for hour credit under this paragraph, regardless of the length of his/her specific presentation during the program.

16. CME teaching credit shall also be awarded to presenters of programs and podcasts, approved by the NCDRC for preparation work completed, on an hour for hour basis. A program presenter will not receive teaching CME credit for partial-hour programs. A podcast presenter will receive teaching CME credit in 10-minute increments, rounded down to the nearest 10 minutes. i.e. a 19-minute podcase presenter will receive a 10-minute teaching credit. A presenter on a program panel who participates during the full program will receive an hour for hour credit under this paragraph, regardless of the length of his or her specific presentation during the program.

Revised September 2016, March 24, 2020.