



Continuing Education Criteria

For the Completion of the Continuing Education Record of the Renewal Form

- For purposes of TMCA continuing education, the definition of mediation is the one specified on the application: **Conducted mediation**– a process during which the mediator communicates with the parties to a conflict either together or separately to identify with each known party the issues in dispute and possible solutions, and to encourage and facilitate communication, reconciliation, settlement and understanding between the parties.
- Topics must relate to the practice of mediation, including the study of mediation, negotiation, conflict management techniques or theory, or conflict related topics from communications, psychology or other related disciplines. Arbitration does not count as a mediation related topic.
- Five (5) hours of substantive courses which may be education in a subject matter area involved in the cases mediated. The subject matter education must be provided through an organization recognized by practitioners in the subject matter area for providing such training and issues certificates of completion of the training.
- Credentialed mediators must complete the number of continuing education annually specified for their specific credential. Three hours must consist of ethics topics. Continuing education hours may be partially satisfied by 3 hours of self-study and/or by serving as an instructor for up to 5 hours of mediation training. Arbitration does not count as a mediation related topic.
- In a course that includes a mediation component only the portion of the course relating the topic specifically to mediation is to be counted as training or continuing education hours.
- One hour of training or continuing education must be 60 minutes.
- The same hours of education may NOT count for both training and continuing education.

TRAINING:

- Training must have an interactive component
- Training must have student involvement—making presentations, writing papers, etc.
- Training cannot be just listening to presentations. The participant must be engaged in the course in some way.

CONTINUING EDUCATION:

- Presentations at conferences, professional association meetings, symposiums, will count to the extent they are related to mediation.
- Conference sessions related to ethics only count if the mediator attends that session.
- Web casts and web conferences related to mediation count as continuing education.
- Self-study hours may be acquired by reading mediation-related content, observing videos, listening to audio tapes or researching and writing articles related to the practice of mediation.
- For training hours, the mediator may only count hours he/she is actively making presentations or coaching practice mediations.

“Promoting quality mediation service throughout Texas.”

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