

# NMAS Mediator Accreditation and Re-Accreditation Process

Version 1.0 - 2017



MEDIATOR  
Standards Board

# How do I become accredited under the National Mediator Accreditation System (NMAS)



## Step 1:

### COMPLETE A TRAINING PROGRAM

You will need to complete a mediator training program that meets the training threshold requirements set out in the NMAS Approval Standards (Part II, Section 2.3). Visit our website to find an approved training organisation.



## Step 2:

### ACHIEVE COMPETENT GRADING IN AN ASSESSMENT

Once you have completed your training program, you need to achieve a competent grading in an assessment conducted in accordance with the NMAS Approval Standards (Part II, Section 2.4). Visit our website to find an organisation that provides an assessment process.



## Step 3:

### APPLY TO AN RMAB

Once you have received notification of your successful assessment you need to apply to a Recognised Mediator Accreditation Body (RMAB) within 6 months for accreditation (Section 2.4). Your RMAB will advise you of additional requirements such as character references and professional indemnity insurance. Visit our website to find a RMAB.



## Step 4:

### YOUR NAME WILL BE ADDED TO THE NATIONAL REGISTER

The RMAB that has processed your application for accreditation will upload your name onto the National Register. Your accreditation will remain valid for a 2 year period. Mediation participants can verify your accreditation by reference to the Register, which is located on our website.

# How do I maintain accreditation under the National Mediator Accreditation System (NMAS)



## Step 1:

### KEEP YOUR SKILLS AND KNOWLEDGE CURRENT

In order to renew your accreditation you are required to complete 25 hours of mediation practice and 25 hours of professional development every 2 years. You are also required to maintain good character and professional indemnity insurance. See NMAS Approval Standards (Part II, Section 3).



## Step 2:

### KEEP YOUR CONTACT DETAILS UP TO DATE

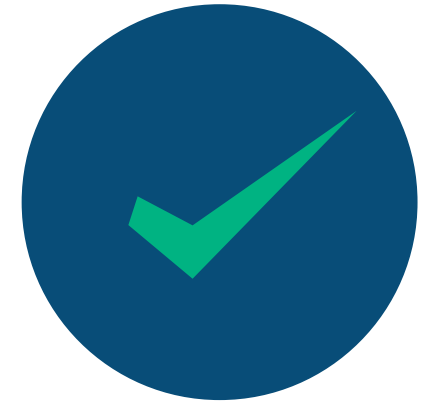
Keep your contact details up to date so that the MSB can send an auto generated email to you, advising that your accreditation will expire in 2 months' time. The email will direct you to make contact with your RMAB for renewal purposes.



## Step 3:

### COMPLETE AND SEND THE RENEWAL FORM TO YOUR RMAB

Include your character references, current insurance coverage, and sufficient detail to demonstrate that you have met minimum requirements for 25 hours mediation and 25 hours CPD in the previous 2 year period. Your RMAB will also require payment of your renewal fee. Your RMAB will determine whether the information in your renewal form is sufficient for renewal of accreditation.



## Step 4:

### YOUR ACCREDITATION WILL BE UPDATED FOR ANOTHER 2 YEARS

The RMAB that has processed your application for renewal of accreditation will ensure that your name remains on the National Register. The same requirements for renewal of accreditation will apply in the next 2 year cycle.

For more information  
please visit the MSB website:

**[www.msb.org.au](http://www.msb.org.au)**



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