

IN THE CIRCUIT COURT OF THE
NINETEENTH JUDICIAL CIRCUIT IN
AND FOR INDIAN RIVER, MARTIN
OKEECHOBEE, AND ST. LUCIE
COUNTIES, STATE OF FLORIDA

ADMINISTRATIVE ORDER 2015-02

IN RE: PARENTING COORDINATION IN FAMILY LAW CASES

WHEREAS, children caught in the middle of high parental conflict are more likely to be harmed; and

WHEREAS, it is the public policy of the State of Florida to assure that each minor child has frequent and continuing contact with both parents after the parents separate or the marriage of the parties is dissolved and to encourage parents to share the rights, responsibilities, and joys of childrearing; and

WHEREAS, the Florida Supreme Court has adopted amendments to the Florida Family Rules of Procedure and new rules for Qualified and Court-Appointed Parenting Coordinators, *In Re: Amendments to the Florida Family Law Rules of Procedure; New Rules for Qualified and Court Appointed Parenting Coordinators*, 142 So.3d 831 (Fla. 2014); and

WHEREAS, the Chief Justice has adopted and Administrative Order AOSC14-64 (*In Re: Parenting Coordinator Application Form and Training Standards*) which has approved a Parenting Coordinator Application and statewide training standards; and

WHEREAS, pursuant to these amendments and the Administrative Order the Florida Supreme Court has placed the administrative responsibility for the implementation of section 61.125, Florida Statutes, and its attendant rules, qualifications, procedures and the administrative order with the Chief Judge of each circuit or their designee;

NOW, THEREFORE, pursuant to the authority vested in me as Chief Judge of the Nineteenth Judicial Circuit of Florida, under Rule 2.215 of the Florida Rules of Judicial Administration, it is hereby **ORDERED**;

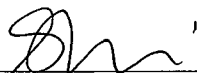
1. All parenting coordinators appointed within the Nineteenth Judicial Circuit shall be selected from a roster maintained by the Court Administrator.
2. Persons who wish to be placed on the Nineteenth Circuits roster of parenting coordinators must complete the application attached as Attachment "A" and submit it to the Court Administrator along with copies of all required documents.

3. Once the application is received and the background check is completed the Administrative Judge for the Family Division will review the application and if the applicant meets the requirements of Administrative Order AOSC14-64 (*In Re: Parenting Coordinator Application Form and Training Standards*), they will be approved, notified of the approval, and placed on the roster for appointment. If the applicant is not approved they will be notified in writing and the reason for non-approval will be provided.

4. The roster of approved parenting coordinators will be reviewed by the Administrative Judge of the Family Division at least once each calendar year to determine whether the parenting coordinators continue to be qualified. If it is determined that a parenting coordinator no longer meets the legal qualifications their name will be removed from the roster and they will be notified of the removal.

5. This Order shall take effect immediately and shall remain in effect until further order of the Court.

SIGNED and ORDERED in quadruplicate in Chambers at Stuart, Martin County, Florida, on February 6, 2015.



STEVEN J. LEVIN
Chief Judge

Attachment "A"

PARENTING COORDINATOR APPLICATION for the Nineteenth Judicial Circuit, State of Florida

Name: _____

Present Employment: _____

Organization: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

E-mail: _____

Social Security Number: ____-____-____ Driver License Number: _____

Date of Birth: _____ Place of Birth: _____

City & State

Languages fluent in other than English: _____

QUALIFICATIONS

PROFESSIONAL REQUIREMENT. Check all that apply and insert licensure or certification number(s):

Licensed Mental Health Professional under Florida chapters 490 or 491, # _____

Physician under Florida chapter 458 with Certification by American Board of Psychiatry and Neurology, # _____

Florida Supreme Court Certified Family Mediator with at least a master's degree in a mental health field, # _____

Member in good standing of The Florida Bar, # _____

PARENTING COORDINATOR REQUIREMENTS. Check all successfully completed:

Three years post licensure or post certification practice in any one of the professions checked above.

Family mediation training program certified by the Florida Supreme Court.

Minimum of 24 hours of parenting coordination training in parenting coordination concepts and ethics, family systems theory and application, family dynamics in separation and divorce, child and adolescent development, the parenting coordination process, parenting coordination techniques, high conflict divorce resolution techniques, and Florida family law and procedure.

Minimum of 4 hours of training in domestic violence and child abuse which is related to parenting coordination.

I will comply with the Americans with Disabilities Act, the Civil Rights Act of 1964, as amended, the Florida Civil Rights Act of 1992, and any other federal or state law that prohibits discrimination on the basis of race, color, national origin, religion, sex, age, marital status, or disability.

<u>Description of Course(s) or Training</u>	<u>Date(s)</u>	<u>Name of Trainer and Entity which Sponsored or Approved Training</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

I have read and am familiar with section 61.125, Florida Statutes.

I have read and am familiar with Florida Family Law Rules of Procedure 12.710, 12.720, 12.730, and 12.742.

I have read and am familiar with Florida Family Law Forms 12.984 and 12.998.

I have read and am familiar with the forms, rules, and procedures in this circuit pertaining to parenting coordination.

DISQUALIFICATION

Yes No Have you been convicted or had adjudication withheld on a charge of child abuse, child neglect, domestic violence, parental kidnapping, or interference with custody or time-sharing?

Yes No Have you been found by a court in a child protection hearing to have abused, neglected, or abandoned a child?

Yes No Have you consented to an adjudication or a withholding of adjudication on a petition for dependency?

Yes No Have you been or are you currently a respondent in a final order or injunction of protection against domestic violence?

EXPERIENCE

COURT APPOINTMENT

List all judicial circuits in which you are on its roster of qualified parenting coordinators:

Yes No Has any judicial circuit removed you from its roster of qualified parenting coordinators? If so, state circuit, date removed, and reason for the removal.

ADDITIONAL TRAINING.

Describe any additional training relevant to your services as a parenting coordinator: _____

PROFESSIONAL EXPERIENCE.

Describe your areas of practice or specialty: _____

Describe your alternative dispute resolution experience: _____

Describe any other professional experience you have that is pertinent to your ability as a parenting coordinator, (e.g. work with parents, children, or domestic violence): _____

LOCATION AND LIMITATION

LOCATION.

List any additional office locations where you can provide parenting coordination services. _____

LIMITATION. Yes No Are you willing to work on cases with an active domestic violence injunction or a stay away order?

State any county in this circuit in which you are not willing to provide parenting coordinator services: _____

FEE STRUCTURE

Your hourly rate of compensation as a parenting coordinator: \$ _____.

Yes No Do you charge a retainer? If so, state the amount \$ _____.

Yes No Are you willing to accept pro bono or reduced fee appointments? If so, specify the conditions: _____

CRIMINAL HISTORY

If you answer **Yes** to any of the questions below, provide a **Separate Written Explanation and Copies of all Relevant Documentation** of each item including date, location, crime or incident and action and attach to this form.

Yes No Have you ever been found guilty or adjudicated guilty of a crime as an adult in this or any other state? Check YES, even if the adjudication of guilt or judgment was withheld or if the criminal record was sealed or expunged. (Include traffic crimes, such as DUI, reckless driving, or driving without privileges, but do not include traffic infractions such as excessive speed)

Yes No Do you have criminal charges or warrants pending against you or are you on probation or parole in this state or any other state?

SUPPORTING DOCUMENTATION CHECK LIST

Please check the following required documents attached to your application:

1. Your current professional license(s) and/or Florida Supreme Court Family Mediation Certification;

2. Proof of completion of Supreme Court approved family mediation training;

3. Proof of completion of 24 hours parenting coordination training;

4. Proof of at least 4 hours of training on domestic violence and abuse pertinent to parenting coordination;

5. Authorization to Investigate and Release of Information;

6. Documentation of criminal history if any; and

7. (Optional) Any other information that you feel might be relevant as your application is reviewed. This might include a brief description of special training or experience that might enhance your performance as a parenting coordinator.

ATTESTATION

I swear/affirm that the information supplied on this application and all documents provided are correct, that to the best of my knowledge I qualify for a position as a Parenting Coordinator as defined in section 61.125, Florida Statutes, and that I will notify in writing the chief judge or designee(s) for this judicial circuit of the following within 30 days of any such event: a) address change b) legal name change; c) change in fees; d) any criminal conviction, disqualifying event under section 61.125 or any change in the status of a professional license or certification which I currently hold.

I certify that I have read, understand and agree to abide by the **Rules for Qualified and Court Appointed Parenting Coordinators** and section 61.125. I understand that any omissions, falsifications, misstatements or misrepresentations of the information provided in this application, or information required to be subsequently provided, may be grounds for disqualification or dismissal.

My signature reflects my understanding that I am signing this document under oath under penalty of perjury.

Signature _____ Date _____

STATE OF FLORIDA
COUNTY OF _____

Sworn to or affirmed and signed before me by _____ on _____.

NOTARY PUBLIC or DEPUTY CLERK

[Print, type, or stamp name of notary or clerk.]

___ Personally known

___ Produced identification

Type of identification produced _____

THIS COMPLETED APPLICATION AND ALL ATTACHED SUPPORTING DOCUMENTS ON THE CHECK LIST MUST BE DELIVERED TO:

Chief Judge or designee(s)

_____ Judicial Circuit

AUTHORIZATION TO INVESTIGATE AND RELEASE OF INFORMATION

I, _____ of _____
(name) (address)

_____ authorize the above named court to conduct a criminal history and background investigation on me. I authorize the release of information and/or documents to this court from the Florida Department of Children and Families; the Florida Department of Law Enforcement; any city, county, state and/or federal law enforcement agencies; any school; and any other entity. I release this court from any and all liability and expense associated with this investigation or release of information and/or documents.

Signature _____ Date _____

STATE OF FLORIDA
COUNTY OF _____

Sworn to or affirmed and signed before me by _____ on _____.

NOTARY PUBLIC or DEPUTY CLERK

[Print, type, or stamp name of notary or clerk.]

___ Personally known

___ Produced identification

Type of identification produced _____