

Registration Number:

Submission Number:


Application for Registration as a Family Dispute Resolution Provider (Individual)

This application is to be completed using the 'Instructions for completing an Application for Registration as a Family Dispute Resolution Provider (Individual)' included in the registration package. Please read all documents in the package to assist in completing this application.

This application is to be completed by individuals applying to be included on the Family Dispute Resolution Register on the basis that they:

- are authorised by an organisation designated under paragraph 10 G(b) the *Family Law Act 1975* to provide family dispute resolution or an organisation approved as a family dispute resolution organisation under the *Family Law Amendment (Shared Parental Responsibility Act) 2006*, or
- meet the requirements under regulation 83 of the *Family Law Regulations 1984* by 30 June 2007 (registration must be completed prior to 30 June 2007), or
- meets the interim Accreditation Rules set out in the *Family Law Regulations 1984*, pursuant to section 10A of the *Family Law Act 1975*.

Key


 An eye symbol beside a field indicates that upon registration, the information in the field will be published on Family Relationships Online and will be available to the general public, unless you indicate otherwise at **Question 5**.

No details about individuals who provide services only on behalf of a designated or approved organisation will be publicly available

Section A. Name


1.  Title:

2.  First name(s):

3.  Family name:

4. Notification email address

(Notification email address is for official use by the Attorney-General's Department only, it will not be accessible by the public)

5. Do you agree to the items identified in this form with the symbol  being publicly available upon your registration?

Yes

No

Section B. Authorisation details

6. Upon which of the following bases upon do you seek registration or acceptance as a family dispute resolution practitioner? (Select one only)

- Authorised by Employer Organisation, - (If selected, complete **section C**)
- Meets Regulation 83 Requirements – (If selected, complete **section D**)
- Meets interim Accreditation Rules – (If selected, complete **section E**)

If you wish to apply for registration in your own right, but you are also authorised to provide family dispute resolution by your employer organisation, please select either 'Meets Regulation 83 Requirements' or 'Meets interim Accreditation Rules' (whichever is applicable). You should then select 'Yes' in response to **Question 7** and complete **Section C**.

7. Are you also authorised by your employer to provide family dispute resolution?

- Yes
- No

Section C - Authorised by Employer Organisation to provide family dispute resolution services

8. Name of employer organisation:

9. Employer organisation's registration number:

10. Name of contact person in employer organisation:

11. Telephone number of contact person:

Section D – Meets Regulation 83 Requirements

You can satisfy the requirements of regulation 83 in two ways, either

- on the basis of your qualifications or your status as a legal practitioner, or
- on the basis of your experience as a family dispute resolution practitioner and being enrolled in an appropriate qualification.

NOTE: You must have satisfied the requirements and completed registration by 30 June 2007 to meet regulation 83 requirements.

12. Do you satisfy the requirements set out in Regulation 83 on the basis that, by 30 June 2007: (Select one only)

- you have completed an ‘appropriate degree, diploma or other qualification’?
(Complete the questions under **Option One**)
- you are a legal practitioner of the High Court of Australia or the Supreme Court of a State or Territory? (Complete the questions under **Option One**), or
- you have met the experience requirements and are enrolled in an appropriate qualification, which will be completed by the end of the 2008 academic year?
(Complete the questions under **Option Two**)

Section D – Option One

For Option One, complete **Questions 13, 14 and 15, or, Question 16.**

13. What is the name of the degree, diploma or other qualification have you completed?

14. In what year was the degree, diploma or other qualification awarded?

15. Which institution awarded you the degree, diploma or other qualification?

If you have been awarded more than one qualification, please provide details of the qualification that you consider to be most relevant to your application.

16. In which State(s) and/or Territory(s) have you been admitted to practice as a legal practitioner? (You may select more than one)

- ACT
- NSW
- NT
- Qld
- SA
- Tas
- Vic
- WA

17. Have you completed at least 5 days training in mediation or dispute resolution, including at least 1 training course of at least 3 days' duration?

Yes

No

18. Did you engage in at least 10 hours of supervised mediation or dispute resolution in the 12 months immediately following completion of your training?

Yes

No

Section D – Option Two

19. Have you provided family dispute resolution for a total of at least 150 hours since 11 June 1991?

Yes

No

20. Have you provide family dispute resolution for a total of at least 50 hours since June 1994?

Yes

No

21. Did you enrol in a course of study for an appropriate degree, diploma, or other qualification before the end of 31 August 2001?

Yes

No

22. What is the name of the degree, diploma or other qualification in which you have enrolled?

23. At which institution are you enrolled to complete this degree, diploma or other qualification?

24. Have you been excluded from completing the course by reason of failing to pass any requirements?

Yes

No

25. Do you expect to complete the academic requirements of that course within 7 academic years of enrolment?

Yes

No

Section E – Meets Interim Accreditation Rules

Complete Questions 26, 27 and 28, or, Question 29.

26. What is the name of the degree, diploma or other qualification have you completed?

27. In what year was the degree, diploma or other qualification awarded?

28. Which institution awarded you the degree, diploma or other qualification?

If you have been awarded more than one qualification, please provide details of the qualification that you consider to be most relevant to your application.

29. In which State(s) and/or Territory(s) have you been admitted to practice as a legal practitioner? (You may select more than one)

- ACT
- NSW
- NT
- Qld
- SA
- Tas
- Vic
- WA

30. Have you completed at least 5 days training in family dispute resolution, including at least 1 training course of at least 3 days' duration?

- Yes
- No

31. Have you engaged in at least 10 hours of supervised family dispute resolution?

- Yes
- No

Section F. Child-related Employment and Working with Children

32. Are you prohibited under the law of a State or Territory from being employed in child-related employment or working with children?

- Yes
- No

33. Have you complied with the requirements of the applicable law in the State(s) and/or Territory(s) in which you provide family dispute resolution services in relation to employment of persons in child-related employment or working with children?

- Yes
- No

Section G. Criminal Convictions

34. Have you been convicted of an offence involving violence to a person?

- Yes
- No

35. Have you been convicted of a sex related offence, including rape, sexual assault, indecent assault, unlawful sexual acts with or upon minors, child pornography, procuring or trafficking of a child for indecent purposes or being knowingly concerned with the prostitution of a child?

- Yes
- No

Section H. Complaints Mechanisms

36. What is the name of the body that will be handling any complaints made about the family dispute resolution services you provide?


37. Please give details of the process you have in place for clients to make complaints in respect of the family dispute resolution services you provide.


- Compliant with Standard 11 of the Family Relationships Services Program
- Other Internal complaints Process (Commonwealth funded services only)
- Complaints mechanism through Professional Association
- Other, please provide details

Section I. Outlet details

If you provide services from more than one outlet, complete **Attachment A** for each outlet.

Where you are completing details for more than one outlet, please ensure that there is something included in the business or practice name to distinguish each outlet.
For example, 'Jo Bloggs & Co. – Parramatta', 'Jo Bloggs & Co. – Blacktown'.

38.  Business/practice name:

39.  Physical address:

 Town:

 State/Terr:


 Post Code:

 Country:

40. Is your business postal address different to that set out above?

Yes

No– (proceed to **Question 42**)


41.  Business postal address:

 Town:

 State/Terr:

 Post Code:


 Country:

42.  Business telephone number (for public use):

43. Office-use only telephone number (optional):

(For official use by the Attorney-General's Department and the Family Relationship Advice Line only. This number will not be accessible by the public.)

44.  Business mobile telephone number (optional):

45.  Business facsimile number (optional):

46. Toll free telephone number (optional):
47. TTY (optional):
48. Public e-mail (optional):
49. Web address (optional)

For Questions 50, 51 & 52, multiple boxes may be checked.

50. Which of the client groups listed below do you provide service to:

- Families and Children
- Adult family members
- Extended Families
- Other, please specify:

51. In which of the following areas do you provide services?

- Family separation
- Parenting arrangements
- Child inclusive practice
- Child support disputes
- Cases involving high conflict
- Property
- Legally assisted negotiations
- Culturally specific services, please specify:


- Other, please specify:

52. How are you able to deliver your services to clients?

- Face to Face
- Telephone
- On Line
- Video conferencing
- Other, please specify:

Section J. Outlet access details

If you provide services from more than one outlet, complete **Attachment A** for each outlet.

53.  Opening hours:


Day	Open	Close
Monday		
Tuesday		
Wednesday		
Thursday		
Friday		
Saturday		
Sunday		

54.  Service coverage:


You should indicate all the geographical areas in which this outlet provides family dispute resolution services by selecting either the appropriate location(s) and/or the appropriate postcode(s).

- by location:


- by postcode:

55.  Is there wheelchair access at this outlet?


- Yes
 No

56.  Is childcare available at this outlet?


- Yes
 No

57.  Could an interpreter be made available at this outlet?


- Yes
 No

58.  Is there parking available at this outlet?


- Yes
 No

59.  Is there a bus stop within walking distance of this outlet?


- Yes
 No

60.  Is there a taxi rank within walking distance of this outlet?

- Yes
 No

61.  Is this outlet accessible by train?

- Yes
 No

62.  Is this outlet accessible by tram?

- Yes
 No

63. 👁 How are services charged at this outlet? (Select one only)

- Free
- Charged
- Free and Charged

If there is a cost associated with the service, please provide details. Include as much information as practicable (eg. there may be a sliding cost scale depending on ability to pay). Amounts should be specified. Your organisation can update these details at any time.

64. 👁 Additional cost information:

Section K. Workforce information

65. Date of Birth:

66. Are you male or female?

- Male
- Female

67. Do you identify as Indigenous or Torres Strait Islander?

- Yes
- No

68. Do you speak a language(s) other than English?

- Yes
- No

Please advise language(s) you speak, other than English

69. In which country were you born?

70. Were your parents born overseas?

- Yes
- No

If your parents were born overseas, please advise the country or countries in which they were born.

Section L. Other information

71. Is there any other information relevant to your application that you wish to include?

(Optional)

Section M. Declaration

I declare that the statements in this application (including the attachments to this application) are true in every detail.

Please note: Section 136.1 of the *Criminal Code Act 1995* provides that criminal penalties apply to a person who, in connection with an application for registration, makes a statement knowing or being reckless as to whether the statement is false or misleading. Penalties also apply where a person omits any matter or thing without which the statement is misleading, knowing or being reckless as to whether the omission is misleading.

Signature


Date:

▶ Please complete the Commonwealth Statutory Declaration form and return it with this application form. Your application will not be processed until all documents are received.

Privacy Notice

The Attorney-General's Department is collecting the information requested in the application and Commonwealth statutory declaration included in this package to:

- assess your suitability to be authorised as a family dispute resolution practitioner for the purpose of issuing certificates under section 60I of the *Family Law Act 1975*,
- enable the public to locate registered family dispute resolution providers,
- enable the courts to verify that certificates under section 60I of the Act are issued by persons authorised under the Act to do so
- monitor compliance with conditions of registration and, where relevant, accreditation, and
- compile reports on workforce statistics relating to the family dispute resolution services sector.

Upon registration, and with your agreement, the information provided in the application form denoted by an  symbol will be published on Family Relationships Online. In addition, if you are allocated a registration number, this will be accessible by the Federal Magistrates Court, the Family Court of Australia and the Family Court of Western Australia, in order to allow them to verify the legitimacy of certificates filed pursuant to section 60I of the Act. Registration numbers of approved or designated organisations will also be accessible by the courts.

If your application is unsuccessful you will be notified in writing and provided with reasons. If you decide to appeal the decision to refuse registration, the Attorney-General's Department will, if required, forward a copy of your application to the Administrative Appeals Tribunal or the Federal Court of Australia.

Attachment A

Outlet details

If you provide services from more than one outlet, complete **Attachment A** for each outlet.

Where you are completing details for more than one outlet, please ensure that there is something included in business or practice name which distinguishes each outlet. For example, 'Jo Bloggs & Co. – Parramatta', 'Jo Bloggs & Co. – Blacktown'.

1. Business name/practice name:

2. Physical address:

Town:

State/Terr:

Post Code:

Country:

3. Is your business postal address different to that set out above?

Yes

No– (proceed to **Question 5**)

4. Business postal address:

Town:

State/Terr:

Post Code:

Country:

5. Business telephone number (for public use):

6. Office-use only telephone number (optional):

(For official use by the Attorney-General's Department and the Family Relationship Advice Line only. This number will not be accessible by the public.)

7. Business mobile telephone number (optional):

8. Business facsimile number (optional):

9. Toll free telephone number (optional):
10. TTY (optional):
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12. Web address (optional):

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- Other, please specify:

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- Telephone
- On Line
- Video conferencing
- Other, please specify:

Outlet access details

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Thursday		
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Sunday		

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27.  Additional cost information:
