

# Goodhue ENE Roster Application Criteria and Process

(approved 4/21/17 and 5/11/17)

## I. Roster Application Process:

- a. Applications will be submitted to the State ECM/ENE Program Manager for pre-screening, by paper or through the State P.A.S.S. program when available.
- b. If Rule 114 and ENE Training status and ride-alongs are verified and there are no “red flags,” Program Manager may approve the application and notify program of the addition of the provider.
- c. ENE training is missing, the Program Manager will reject the application and provide information on where/how the applicant may remedy the training requirement
- d. If minimum Rule 114 or ride-alongs are missing, the Program Manager may forward the application to the Committee for a “shortage area” determination. If there is no shortage areas, the Program Manager will reject the application and provide information on where/how the applicant may remedy missing requirements. If there is a shortage area, the Program Manager will document whether the applicant is willing to remedy the deficiencies and provide information on how the applicant may remedy the missing requirements. If provisional approval is granted, the Program Manager will verify and track that deficiencies have been remedied within one year of having been added to the roster.
- e. If minimums are met but there are “red flags,” the Program Manager will forward application to the program committee for a decision on the application.
- f. As long as the local program has an ECM/ENE steering committee, the committee shall have final decision-making authority for applications with “red flags.” However, in the event there is no longer an active committee, the lead judge or designee should be assigned to make final determinations on “red flag” applications.
- g. Depending on the current needs of the program for additional roster members, and in consultation with the program, the Program Manager may make decisions on applications as they are submitted or pool applications to consider as a group.
- h. “Red flags” include, but are not limited to, prior ethics violations, removal from another program’s roster, appearance of a lack of expertise/experience to give a valid evaluative opinion as to what a court would do, etc.
- i. When the Committee is making a decision an application to the roster, any providers on the committee shall be permitted to participate in application discussions but not be permitted to vote to avoid the appearance of conflicts of interest.

## II. Roster Criteria:

- a. Minimum requirements:
  - i. Be a Rule 114 Qualified Mediator and Evaluator.
  - ii. Be in good standing with the ADR Ethics Board.
  - iii. For SENE: have taken State Family ECM/ENE Program-approved SENE training and appear on the Master Training List, or have been a grandfathered SENE trainer as determined by State Family ECM/ENE Program Manager
  - iv. For FENE: have taken State Family ECM/ENE Program-approved FENE training and appear on the Master Training List, or have been a grandfathered FENE trainer as determined by State Family ECM/ENE Program Manager.
  - v. For SENE: have attended two SENE Ride-alongs (with the sole purpose of observing, not also acting as an attorney in the session) post-SENE training, or have performed a minimum of 10 SENEs as court-appointed provider in another county’s SENE program.
  - vi. For FENE: have attend two SENE Ride-alongs and one FENE ride-along, or 2 FENE ride-alongs, (with the sole purpose of observing, not also acting as an attorney in the session), post-SENE/FENE training, or have performed a minimum of 10 FENEs as court-appointed provider in another county’s FENE program.
  - vii. Be in good standing, or have retired in good standing, with all professional licensing boards with which has ever been licensed.
  - viii. Minimum 5 years of professional experience working primarily with issues in divorce/custody/family law matters.
  - ix. Accept the program’s policies, processes, and fee scales, etc.
  - x. For both SENE/FENE: possess articulable, valid, verifiable experience and expertise to give a valid evaluative opinion as to what a court would do in a family law case involving Social and/or Financial issues.
  - xi. The Committee shall consider, on a case-by-case basis, applications from individuals who have not yet completed all their requirements. The Committee will determine if the application is for an area with a shortage (such as male SENE providers, local ENE providers, etc.), and may loosen requirements (except the requirement for completion of the required ENE Training required) and base acceptance on the provider’s agreeing to remedy any deficiencies (i.e. being Rule 114 qualified mediators/evaluators) within the first year of being on the roster.
- b. Additional preferred qualifications:
  - i. For FENE: have taken SENE training also.
  - ii. For both SENE/FENE: Minimum 10 years of professional experience working primarily with issues in divorce/custody/family law matters.

## III. Roster Removal/Evaluation Process:

- a. After the first year of the program, Committee shall evaluate the roster to see if there is a need to remove providers not being selected. Thereafter, the Committee shall reevaluate the need for removals on an every-third-year basis.
- b. This process does not affect the Committee’s ability to remove providers for “cause” or for a failure to continue to meet the minimum requirements of the roster.