

**OFFICE OF THE EXECUTIVE SECRETARY
SUPREME COURT OF VIRGINIA**

TRAINEE EVALUATION FORM

Please use black ink so this document will be legible when scanned.

(Trainers, please do not complete this Form unless the Trainee has attended the entire course.)

1. Name of Trainee
2. Name of Trainer Certification
Number
3. Name of Training Course
4. Date of Training
5. Length of Training

Basic or Family Mediation Training Please check which training: **Basic **Family****

6. How many times did the trainee serve as a mediator?

Based on your observation, do you believe that the trainee:

7. Has grasped the basic concepts of mediation? Yes No
8. Demonstrates an understanding of the role of the mediator and the stages of mediation?
Yes No
9. Demonstrates an understanding of the skills necessary for good mediation practice?
Yes No
10. Demonstrates an understanding of the ethical standards that apply to certified mediators?
Yes No
11. Is the trainee ready to continue with the mentorship process? Yes No
12. If you answered "No" to any of the questions above, please explain the following:
 - a. Why you answered "No"
 - b. What additional training you would recommend
 - c. What other suggestions you have

Orientation to Virginia's Judicial System Training

13. Based on your observation, do you believe the trainee demonstrates an understanding of how mediation can be an alternative to litigation in the judicial process and the basic structure of Virginia's judicial system? Yes No

If you answered "No", please explain why

Screening For and Dealing With Domestic Abuse in the Mediation Context Training

14. Based on your observation, do you believe the trainee demonstrates an understanding of:

- | | | |
|--|-----|----|
| a. the scope of the domestic abuse problem? | Yes | No |
| b. how to screen cases for domestic abuse? | Yes | No |
| c. how to decide whether to mediate if abuse is disclosed? | Yes | No |
| d. safety precautions to use during mediation? | Yes | No |
| e. how to terminate mediation when it is inappropriate? | Yes | No |

If you answered "No", please explain why

15. How many times did the trainee serve as a mediator?

Certified Observation Training

16. Based on your observation, do you believe the trainee received sufficient opportunities to observe mediations and serve in the role of mediator to enable them to be prepared to proceed with co-mediations? Yes No

If you answered "No", please explain why

Circuit Court-Civil or Circuit Court-Family Training Please check training: CCC CCF

17. Based on your observation, do you believe the trainee demonstrates an understanding of the advanced substantive and skills information presented? Yes No

If you answered "No", please explain why

Advanced Certificate Mediation Training

18. Based on your observation, do you believe the trainee demonstrates an understanding of the advanced substantive and skills information presented? Yes No

If you answered "No", please explain why

Mentoring Others Training

19. Based on your observation, do you believe the trainee demonstrates an understanding of mentor responsibilities? Yes No If "No", please explain why

Trainers Of All Certified Courses Please Answer:

20. Did the trainee successfully complete this course? Yes No

SIGNATURE OF TRAINER

DATE