

Family Court Provider Roster

Policies and Procedures

Effective date: June 1, 2009

1. **Services.** Individuals may register to provide services for the Superior Court in Pinal County, including Parenting Coordination, Child Custody and Parenting Time Assessments or Evaluations, Supervised Visitation, Therapeutic Supervised Visitation, Child Custody or Divorce Mediation, Representation of Children as a Best Interest Attorney and Settlement Conferences.
2. **Licensure or Certification.** An applicant for this Roster must meet one of these qualifications (specialized training is also required under Section 4):
 - A. **Psychiatrist.** A physician who is licensed to practice medicine by the State of Arizona pursuant to Title 32, Chapter 13, and a Medical Doctor or Chapter 17 as a Doctor of Osteopathy, and who is Board Certified in Psychiatry or Board Eligible in Psychiatry;
 - B. **Psychologist.** A person who is licensed to practice psychology by the State of Arizona pursuant to Title 32, Chapter 19.1;
 - C. **Behavioral Health Professional.** A person who has a masters degree and who is certified by the State of Arizona pursuant to Title 32, Chapter 33 as a social worker, counselor, marriage and family therapist, substance abuse counselor;
 - D. **Attorney.** A person who is an active member of the State Bar of Arizona in good standing.
3. **Qualifications.**
 - A. **Crimes.** Absent a specific contrary decision by the Conciliation Court Judge, a person listed on any Court roster may not have been arrested, charged with, or convicted of a felony criminal offense or any criminal offense related to sexual misconduct, regardless of when such arrest, charge or conviction occurred or whether a conviction was expunged.
 - B. **Disciplinary actions.** Absent a specific contrary decision by the Conciliation Court Judge, a person listed on any Court roster may not have had any disciplinary action taken against him or her by any regulatory agency or court relating to the services that are the subject of this roster.
 - C. **Other disabilities.** A person listed on any Court roster may not know of any undisclosed present or past conduct that might affect his or her ability to provide the services that are the subject of this roster.
4. **Requirements.**
 - A. **Training.** Specialized training is required to qualify an applicant for each service listed on this roster. All applicants are required to meet the minimum training requirements. All applicants must also comply with professional standards, statutes, statewide and local rules and administrative orders relating to the services that are subject of this roster. Applicants may be required to submit proof of training.
 - B. **Reports.** All participants who are appointed to conduct court-ordered services must submit a written report consistent with the Court's order of appointment. All participants must comply with

all case reporting requirements established by the Court.

- C. **Continuing Education.** All participants must attend continuing education training. All providers must also comply with training requirements under ARS §25-406.
- D. **Insurance.** All participants must carry and keep current malpractice insurance for the services registered to provide. Mediators must carry separate mediator liability insurance. All participants must provide documentation of insurance.
- E. **Pro Bono Service.** All participants listed on the provider roster must provide *pro bono* services each year.

5. Reciprocity with other Arizona County Rosters.

- A. Applicants who are qualified and who meet the requirements under Maricopa County and/or Pima County Superior Court and are in good standing will automatically qualify to participate on the Pinal County roster, if desired. Additionally, an individual who is a member of a roster from any Arizona Superior Court roster with similar qualification and application requirements may be qualified to serve on the Pinal County roster without application.

6. Provider Selection.

- A. **Level One - Stipulation by parties:** Parties or their counsel, if represented, may agree upon and select a provider from the roster to provide the court ordered service.
- B. **Level Two - Selection by Judicial Officer:** If the parties cannot agree on a provider from the roster, the parties shall each exchange three names from the roster, and each party shall be entitled to strike one name from the other party's list. The parties shall submit one joint list to the Court of the four or more remaining providers without identification as to who has nominated the providers. The Court will then select one of the names.

7. Payment to Provider. Unless otherwise ordered by the court, parties shall pay the provider fees as published on the roster or as otherwise negotiated between the parties and the provider.

8. Continuing Roster Participation. All participants must annually update the provider application and submit proof of malpractice insurance.

9. Acceptance. Final acceptance and verification of the qualifications of an applicant rest with the Conciliation Court Judge and Director.