



NEW FELLOW APPLICATION 2021

CDI maintains minimum standards for professionals engaging in Collaborative practice in Illinois (*at end of this application*). Please review these standards prior to submitting your application.

Collaborative Process Role

Select the role in the Collaborative Process that you are requesting to be approved as an Associate. Your application MUST meet the criteria for each role for which you wish to be considered. If you wish to be considered as a Child Specialist, please also complete the Child Specialist application, and attach the required document: Attorney Coach Financial Specialist Child Specialist

Licensure/Certification

Confirm that your required licensure is current and in good standing.

Attorneys

___ I am registered with the ARDC and my licensure is in good standing (ARDC # _____)

Financial Specialist

___ My CDFA certification is in good standing (CDFA Certificate # _____)

___ AND My additional certification is in good standing. Circle appropriate credential: CFA CFP CPA

ChFC CMA MBA (Certificate Number: _____)

Mental Health Professional (Coach or Child Specialist)

___ My clinical licensure is in good standing. Circle appropriate clinical license designation:

LCSW LCPC LMFT Ph.D. Psy.D M.D. (License # _____)

Contact Information

Name: _____ Phone: _____

Firm/Organization: _____

Address: _____

City, State, Zip Code: _____

Email: _____ Web Site: _____

Collaborative Law Training Requirement

I have completed a 2-day Collaborative law training. *Attach Certificate of Completion.*

Mediation/Conflict Resolution Skills Requirement

I have completed forty (40) hours of additional skills training in mediation and/or communication and conflict resolution skills. *Attach Certificate of Completion.*

Disciplinary Actions

Pertaining to your professional license(s), certification(s), or membership(s) in a professional organization, do you have any pending formal disciplinary actions; has such ever been suspended, disciplined, expelled, denied, revoked, or surrendered in any state; has omissions been denied; or have you been found guilty of an ethics violation by your professional license(s), certificate(s), or membership organization(s)? YES or NO

If yes, please describe _____ (attach additional pages if necessary).

International Academy of Collaborative Professionals Membership (IACP)

Although CDI does not require Fellows and Associates to be members of IACP, we strongly encourage you to do so, as IACP membership gets us all connected to the larger Collaborative Practice community and gets you the access to all their benefits. You may apply for IACP membership at www.collaborativepractice.com.

Area(s)/Region(s) of Practice *(this information is collected for demographic purposes and also to provide you with information regarding networking and educational events in your area)*

- City of Chicago
- North Shore
- Northwest Suburbs
- South Suburbs
- Western Suburbs
- Lake County
- McHenry County
- Other (please specify) _____

Counties

List up to three counties for your web site profile: _____

Committees

Select a Committee for which you would like to volunteer. For information about Committees (purpose, activities, meetings, etc.) please contact us (admin@collaborativedivorceillinois.org / 312-882-8000

- Marketing
- Membership
- Modest Means
- Training & Education

Attestation

I hereby verify that I:

- Have read and agree to abide by CDI’s Principles and Guidelines for Collaborative Family Law that are incorporated into CDI’s Collaborative Process Participation Agreement;
- Commit to using CDI’s Collaborative Process Participation Agreement in its unaltered and original form in all of my Collaborative cases;
- Understand and acknowledge that CDI does not provide any liability, E&O or any other type of insurance to its members, and I agree that I currently have and will maintain an appropriate amount of liability, E&O, and/or any other insurance that is standard for professionals in my field;
- Agree to follow the rules and regulations for use of all forms and promotional materials purchase or a provided by virtue of my CDI membership;
- Acknowledge and agree that my name may be removed from CDI’s membership directory, and that my membership in CDI may be terminated at the discretion of the Board of Directors for reasons including, but not limited to, not abiding by the Principles and Guidelines of Collaborative Family Law and/or requirements as set forth by CDI;
- Agree that if my CDI membership is terminated for any reason, I shall cease to use or distribute any forms, lists, or promotional materials I obtained or received authorization for use, solely by virtue of my prior membership in CDI;
- Agree that should a dispute arise regarding my CDI membership, I will first attempt to resolve any dispute through the Collaborative process and/or mediation;
- Acknowledge and agree that, if I am included in the CDI membership directory, the directory information related to me may be distributed at the discretion of the Board of Directors of Collaborative Divorce Illinois, whether that be in hard copy, verbally in response to telephone inquiries, through Collaborative Divorce Illinois’ web site, or otherwise;
- Release Collaborative Divorce Illinois from any claim I may have, now or in the future, regarding anything pertaining to the CDI membership directory;

- Attest that I am a member in good standing of my profession and that all of the information on this application and all of the information that I submit in support of this application is true and accurate.

SIGNATURE: _____ Date: _____

Membership Fees

Select each profession in which you are seeking to become a CLII Associate. If applying between 7/1/2021 and 10/31/2021 please remit ½ of the Associate dues, plus any additional counties* (applications submitted after 11/1/21 will be for a full-year membership the following year):

- Attorney \$425
- Financial \$325
- Coach \$255
- Coach & Child Specialist \$280

TOTAL PAYMENT due (*membership fee plus additional counties, if applicable*): \$_____

Mail a check and all documents to: CDI, PO Box 350050, Elmwood Park, IL 60707. You may also remit payment to CDI's PayPal account (admin@collaborativedivorceillinois.org), but you must still email or mail the application and related documents.

To ensure timely processing of your application, please submit all of the required documents:

- Completed CDI membership application;
- Copy of your certificate of completion from a two-day Collaborative law training and the 40-hour mediation training;
- Check made payable to CDI (or PayPal payment) for your 2021 dues.

PLEASE MAIL YOUR COMPLETED ORIGINAL APPLICATION(S), ATTACHMENTS AND FEES to:

CDI
PO BOX 350050
Elmwood Park, IL 60707

What happens once I've submitted my application?

- Once your application is received, it is forwarded to the CDI Membership Committee for review. If there are any questions regarding your application, the CDI Administrator will contact you for clarification or additional information.
- Once reviewed by the CDI Membership Committee, a recommendation for your application is made to the CDI Board of Directors at the next scheduled board meeting (held the 3rd Tuesday of each month).
- Once the CDI Board of Directors has approved or denied your application, you will be notified by the CDI Administrator.

Membership Requirements

(The Board of Directors, in its sole discretion, shall admit applicants to Fellows membership.)
Because CDI stands for excellence in delivering Collaborative Process services, we require our members (called “Fellows”) to meet certain criteria that demonstrate a commitment to obtaining and maintaining the skills necessary to deliver results in Collaborative cases.

All Fellows must:

1. Be credentialed in their field, which means:
 - Attorney: JD, a current professional license, and member in good standing of your profession.
 - Financial Neutral: CDFA certification. In addition, the Financial Neutral should have one of the following: CFA, CFP, CPA, ChFC, CMA, MBA, EA, or ten (10) years of work experience in the financial industry (e.g. banking, brokerage, Insurance, etc.). This qualification to be determined on a case-by-case basis and the candidate must be a member in good standing of the profession.
 - Coach: active clinical mental health license in Illinois (LCSW, LCPC, LMFT, license as a psychologist or psychiatrist).
 - Child Specialist: meet all the requirements to be a Coach. In addition, the Child Specialist must have a supervised internship or year-long practice with some work with children, at least two (2) years of full-time experience with children and families or equivalent, three (3) years of professional practice post licensure and twenty (20) hours of specialized education in issues of divorce and children’s adjustment to divorce; and
2. Maintain professional liability/malpractice insurance; and
3. Complete an annual application and commit to abide by the CDI principles.

New Fellows:

In addition to the four criteria above, a new Fellow must provide written proof of:

- Completion of two-day Basic Introductory Collaborative Practice Training
- Completion of Conflict Resolution Skills training in the form of either:
 - a) a forty (40)-hour mediation training, OR
 - b) a thirty (30)-hour training in client-centered, facilitative conflict resolution, of the kind typically taught in mediation training (internet-based, narrative, or transformative mediation programs) AND an accumulation or aggregate of fifteen (15) further hours of training in any of the following areas: interest-based negotiation training, communication skills training, collaborative training beyond the minimum twelve (12) hours of initial collaborative training, advanced mediation training, or basic professional coach training.

Renewing Fellows:

A current Fellow, in addition to the first four criteria, must provide written proof of Completion of six (6) hours of “Fellows Collaborative Skills Training,” or “FCST” per year of membership.

- An FCST is training that directly relates to the skills necessary to engage in interest-based negotiations and Collaborative Practice. It concentrates on process rather than substance and should be highly interactive. An FCST is designed to enhance a professionals’ ability to fulfill their role on a Collaborative Team.
- CDI offers several FCSTs each year.
- Training is also offered by other organizations, such as IACP, AFCC, etc.
- FCST if they meet the criteria above as determined by the CDI membership committee. (Such approval may be sought in advance.)

- In the first full calendar year of membership, a new Fellow must take six hours of FCST. Starting in the second full calendar year following the year in which a fellow joined, the fellow must report every other year his or her fulfillment of FCST requirement (minimum of six (6) hours for each year or a total of twelve (12) hours every two (2) years).

Rejoining Fellows:

In some instances, a Fellow who does not renew may seek to rejoin CDI at a later date. In those instances, a Rejoining Fellow would need to meet the requirements of a “New Fellow” with some modifications as described below. A Rejoining Fellow, in addition to the first four criteria, must provide:

- Written proof of attendance at twelve (12) hours of FCST taken within the twenty-four (24) months prior to application. If attendance at an upcoming CLII-sponsored FCST within the six (6) months following application would allow the person to meet this requirement, a Rejoining Fellow may be provisionally approved subject to completing this FCST.

These criteria have been developed so that when a member of the general public is choosing their divorce professional(s), they can rely on the representation of a Fellow that they meet these criteria. Attorneys, therapists, and financial professionals who are not Fellows may not have this same level of training to practice in the Collaborative Process model.

We remain open to modifying these criteria and welcome input from Fellows, past Fellows, past clients, and the general public.