

Minimum Standards for Collaborative Professionals

The Association of Collaborative Family Professionals (Edmonton) (“the Association”) sets the following basic requirements for a professional to hold himself/herself out as a Registered Collaborative Family Professional in family related disputes:

1. General Requirements

- a. The Collaborative Professional is a member in good standing of the International Association of Collaborative Professionals (“IACP”);
- b. The Collaborative Professional is a member in good standing of the Association of Collaborative Family Professionals (Edmonton); and
- c. The Collaborative Professional subscribes to and complies with the Association’s Mission Statement, Protocols and Policies;

2. Minimum Standards for Registered Collaborative Family Lawyers

- a. Be a member in good standing of the Law Society of Alberta;
- b. Completion of a two day Introduction to Collaborative Practice training which includes training in interdisciplinary collaborative practice;
- c. Completion of a 30 hour training in interest based negotiation;
- d. Completion of a 40 hour training in mediation of divorce and family conflicts;
- e. The Registered Collaborative Family Lawyer shall meet the continuing education requirements set by the Board for Registered Collaborative Family Professionals.

Upon meeting the standards set out in 2(a) and upon the completion of the Introductory training referred to in 2(b) and one of 2(c) or 2(d), the Lawyer may be registered in a “qualified” status upon providing the Association with an undertaking to complete the remaining requirement (either 2(c) or 2(d)) within one year. The clients and all members of the team on each collaborative file shall be notified of the qualified status.

3. Minimum Standards for Registered Collaborative Mental Health Professionals and Coaches

- a. Hold a Mental Health professional license in good standing with his or her profession’s governing body, with insurance as required by the governing body, in one of the following:

Registered Social Worker
Clinical member of the American Association of Marriage and Family Therapist
("AAMFT")
Registered Psychologist

or have such other Professional qualifications as approved by the Board on an individual basis.

- b. Background, education and experience in:
- i. Family systems theory including background in:
 - Individual and family life cycle and development
 - Assessment of individual and family strengths
 - ii. Assessment and challenges of family dynamics in separation and divorce
 - iii. Challenges of restructuring families after separation
 - iv. Understanding of individual function in mental health including mental illness, addictions, personality disorders
 - iv. For child specialists: expertise in child development, clinical experience with a specialty focus on children and an in-depth understanding of children's unique issues in divorce
- c. Completion of a two day Introduction to Collaborative Practice training which includes training in interdisciplinary collaborative practice;
- d. Completion of at least one thirty hour training in mediation or interest based negotiation;
- e. In addition to the above, have an accumulation or aggregate of fifteen hours of training in any or all of the following areas:
- Basic professional coach training;
 - Communication skills training;
 - Collaborative training beyond minimum twelve hours of initial collaborative training; or

Advanced mediation training.

- f. Completion of a minimum of three hours, or review of written equivalent, aimed at giving the mental health professional a basic understanding of family law in Alberta
- g. The collaborative professional shall meet the continuing education and professional association requirements set by the Board for Registered Collaborative Mental Health Professionals.

Upon meeting the standards set out in 3(a), (b) and (f) and upon the completion of the Introductory training referred to in 3(c), the Mental Health Professional may be registered in a “qualified” status upon providing the Association with an undertaking to complete the requirements of 3(d) within one year and completing the requirements of 3(e) within 2 years. All clients and all members of the team on each collaborative file shall be notified of the qualified status.

4. Minimum Standards for Registered Collaborative Financial Professionals

- a. Hold a Professional license or designation in good standing with his or her profession’s governing body, with insurance as required by the governing body, in one of the following:

- Certified or Registered Financial Planner
- Chartered Accountant
- Certified Management Accountant
- Certified General Accountant
- Chartered Financial Consultant

or have such other Professional qualifications as approved by the Board on an individual basis.

- b. Have background, education and experience in:

- Financial aspects of divorce
- Cash management and spending plans
- Retirement and pension plans
- Income tax
- Investments
- Real estate
- Insurance
- Property division in separation and divorce

Individual and family financial planning concepts

- c. Completion of a two day Introduction to Collaborative Practice training which includes training in interdisciplinary collaborative practice
- d. Completion of at least one thirty hour training in mediation or interest based negotiation
- e. In addition to the above, have an accumulation or aggregate of twenty hours of education or equivalent practical experience in the financial fundamentals of divorce giving the financial professional a basic understanding of family law in Alberta including:
 - Divorce procedures
 - Property - valuation and division
 - Pensions and retirement plans
 - Budgeting - income and expenses
 - Child and spousal support
 - Future income projections
 - Financial implications of different scenarios for settlement
- f. In addition to the above, have an accumulation or aggregate of fifteen hours of training in any or all of the following areas:
 - Communication skills training
 - Collaborative training beyond minimum twelve hours of initial collaborative training
 - Advanced mediation training
- g. The collaborative professional shall meet the continuing education and professional association requirements set by the Board for Registered Collaborative Financial Professionals.

Upon meeting the standards set out in 4(a), (b) and (e) and upon the completion of the Introductory training referred to in 4(c), the Financial Professional may be registered in a “qualified” status upon providing the Association with an undertaking to complete the requirements of 4(d) within one year and completing the requirements of 4(f) within 2 years. All clients and all members of the team on each file shall be notified of the qualified status.