

**ARKANSAS ACCESS AND VISITATION MEDIATION PROGRAM QUESTIONNAIRE**

**CONFIDENTIAL: DO NOT SHARE WITH OPPOSING PARTY**

**Pursuant to Arkansas Code Annotated 16-7-206, “Any record or writing made at a dispute resolution process is confidential...”**

**The Access & Visitation Mediation Questionnaire contains confidential information. This information and questionnaire shall not be shared with anyone, including but not limited to, the other party or their attorney.**

1. Have the parties attended mediation through the Access and Visitation Mediation Program previously?  Yes  No

**PLEASE NOTE: ONCE PARTIES HAVE PARTICIPATED IN THE AV PROGRAM, THEY ARE INELIGIBLE TO PARTICIPATE A SECOND TIME.**

2. Is there a court order for mediation? \_\_\_\_\_ COUNTY/DOCKET #: \_\_\_\_\_

**CASE HEADING:** \_\_\_\_\_ **JUDGE:** \_\_\_\_\_

Has there been any OCSE (Office of Child Support Enforcement) involvement with this case? \_\_\_\_\_

3.

<p><b><u>PARENT 1</u></b> _____</p> <p>Address _____</p> <p>City, State, Zip _____</p> <p>Telephone &amp; Email _____</p>
<p>Is Parent 1 the <input type="checkbox"/> <b>CUSTODIAL PARENT</b> or the <input type="checkbox"/> <b>NON-CUSTODIAL PARENT</b></p>
<p>Is Parent 1 the <input type="checkbox"/> <b>MOTHER</b> <input type="checkbox"/> <b>FATHER</b> <input type="checkbox"/> <b>OTHER</b> _____</p>
<p><b><u>PARENT 2</u></b> _____</p> <p>Address _____</p> <p>City, State, Zip _____</p> <p>Telephone &amp; Email _____</p>
<p>Is Parent 2 the <input type="checkbox"/> <b>CUSTODIAL PARENT</b> or the <input type="checkbox"/> <b>NON-CUSTODIAL PARENT</b></p>
<p>Is Parent 2 the <input type="checkbox"/> <b>MOTHER</b> <input type="checkbox"/> <b>FATHER</b> <input type="checkbox"/> <b>OTHER</b> _____</p>

4.

<b><u>PARENT 1's Attorney</u></b> _____	
Address	_____
City, State, Zip	_____
Telephone	_____ FAX: _____
EMAIL	_____
<hr/>	
<b><u>PARENT 2's Attorney</u></b> _____	
Address	_____
City, State, Zip	_____
Telephone	_____ FAX: _____
EMAIL	_____

5. Has an **Attorney Ad Litem** been appointed in this case? \_\_\_\_\_

Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Email Address: \_\_\_\_\_

6. Please list your top three (3) preferences for mediator from the current Access & Visitation Certified Roster. If no preference, please indicate.

1<sup>st</sup> Choice \_\_\_\_\_

2<sup>nd</sup> Choice \_\_\_\_\_

3<sup>rd</sup> Choice \_\_\_\_\_

**I HAVE NO PREFERENCE**

***Please note: Per AV Program Policy, in addition to the chosen mediator, AV Mediations may also be attended by an AV "Mediator in Training." The trainee will not conduct the mediation, but may assist the mediator, at the mediator's discretion. Trainees are bound by confidentiality and applicable program rules in the same way as certified mediators.***

7. What are the main issues to be mediated? \_\_\_\_\_  
\_\_\_\_\_

8. What is the marital status of the parties?

- |  |  |
|--|--|
| <input type="checkbox"/> Never Married to Each Other | <input type="checkbox"/> Separated from Each Other |
| <input type="checkbox"/> Married to Each Other       | <input type="checkbox"/> Divorced from Each Other  |

9. Has either parent remarried? Yes  No

If so, Whom? \_\_\_\_\_

10. Name and date of birth for each child involved in this case:

Name \_\_\_\_\_ DOB: \_\_\_\_\_

Name \_\_\_\_\_ DOB: \_\_\_\_\_

Name \_\_\_\_\_ DOB: \_\_\_\_\_

Name \_\_\_\_\_ DOB: \_\_\_\_\_

11. What is the current visitation schedule? \_\_\_\_\_

**Please note: Per our Federal Grant mandate, cases in which there is a FINAL court order for true Joint Physical Custody are not eligible for AV Mediation Services. There must be a non-custodial parent listed for a case to be considered for the AV Program.**

12. Are any of the children mentally or physically challenged? Yes  No   
If yes, please briefly explain: \_\_\_\_\_

13. Is anyone else living in the household (i.e. grandparents, other relatives, etc.?) Yes  No   
If Yes, Please list: \_\_\_\_\_

14. **FEDERAL REQUIREMENT:** Program participants must indicate their race or ethnicity by checking the appropriate box. *This is strictly for data purposes and will remain confidential.*

**PARENT 1:**

American Indian/Alaskan Native

Asian

Black or African American

Hispanic or Latino

Native Hawaiian or Other Pacific

White

Two or More Races

Other

**PARENT 2:**

American Indian/Alaskan Native

Asian

Black or African American

Hispanic or Latino

Native Hawaiian or Other Pacific

White

Two or More Races

Other

15. **FEDERAL REQUIREMENT:** Program participants must designate their net income by checking the appropriate box. *This is strictly for data purposes and will remain confidential.*

**PARENT 1'S INCOME**

Less than \$10,000 annually

\$10,000 to \$19,999 annually

\$20,000 to \$29,999 annually

\$30,000 to \$39,999 annually

\$40,000 and over annually

**PARENT 2'S INCOME**

Less than \$10,000 annually

\$10,000 to \$19,999 annually

\$20,000 to \$29,999 annually

\$30,000 to \$39,999 annually

\$40,000 and over annually

A. Are you employed? Yes  No  If No, What is the source of your income?

\_\_\_\_\_

B. What is your **NET** income (after taxes and deductions) per pay period? \_\_\_\_\_

C. How often are you paid? (circle one) weekly bi-weekly monthly semi-monthly other (please explain) \_\_\_\_\_

D. List the total number of people (including yourself) whom **YOU** support financially or for whom you pay child support:

\_\_\_\_\_

**PLEASE NOTE: THE FOLLOWING SECTION OF THE AV QUESTIONNAIRE MUST BE COMPLETED BY THE PARENT, NOT THEIR ATTORNEY.**

The goal of mediation is for you and the other party to work together to try and reach an agreement on some or all of the issues in your case. All agreements are voluntary. The mediator’s role during mediation will be to help you reach agreement, not to make a decision on the issues or to take sides. For mediation to be successful, those participating must be able to talk with one another and either agree or disagree without being fearful or intimidated. Before the parties attend mediation, we ask them to provide background information and to complete this **confidential** intake form. Please answer the following background questions to the best of your ability, as they will help to determine whether mediation is appropriate for your case.

16. What would you like to see as an outcome of mediation? \_\_\_\_\_

\_\_\_\_\_

17. What parenting plan or arrangements do you think would work best for your family? \_\_\_\_\_

\_\_\_\_\_

18. Do you have any questions or concerns about *how* you and the other party will make decisions in the mediation? \_\_\_\_\_

\_\_\_\_\_

19. Is there anything that you feel that you can’t say in front of the other party? \_\_\_\_\_

\_\_\_\_\_

20. Are the two of you able to talk to each other without arguing? \_\_\_\_\_

\_\_\_\_\_

21. Are you able to speak without the other party becoming angry or intimidating? \_\_\_\_\_

\_\_\_\_\_

22. Are you afraid that the other party will not let you talk or verbally attack you at the mediation or sometime later? \_\_\_\_\_

\_\_\_\_\_

23. Are you afraid to be in the same room with the other party? \_\_\_\_\_

\_\_\_\_\_

If yes, If your attorney was present with you during the mediation session, would you still have these concerns? \_\_\_\_\_

24. Are you afraid that the other party will harm you during the mediation or after you leave because of what you say in the mediation? \_\_\_\_\_

25. Are there any past or present allegations of violence or abuse between the parties? \_\_\_\_\_

26. Has the other party ever threatened to hurt you? \_\_\_\_\_

27. Has the other party ever destroyed your property? \_\_\_\_\_

28. Do you have reason to believe or have reasonable suspicion that any person (including yourself) attending the mediation session will bring a weapon? \_\_\_\_\_

29. Do you have reason to believe or have reasonable suspicion that any person (including yourself) has ever been arrested for or convicted of a violent crime? \_\_\_\_\_

30. Is there currently an Order of Protection in place between the parties? \_\_\_\_\_

Name of Court issuing Order: \_\_\_\_\_

Comments: \_\_\_\_\_

31. Do you have any concerns about the safety of the children? \_\_\_\_\_

32. Are there any allegations of past or present emotional, physical or sexual abuse or neglect of the children? Yes  No

If yes, what is the nature of the allegation(s)? \_\_\_\_\_

\_\_\_\_\_

If yes, have the allegations been investigated by DHS? Yes  No

What was the outcome of the DHS investigation? \_\_\_\_\_

\_\_\_\_\_

33. Have your children ever been taken into protective custody by the police, Department of Human Services (DHS/DCFS), or the court? Yes  No

If yes, please briefly explain: \_\_\_\_\_  
\_\_\_\_\_

34. Have there been any catastrophic or traumatic events occurring in your family within the past 12 months? Yes  No  If yes, please briefly explain: \_\_\_\_\_

\_\_\_\_\_

35. Are there safety issues or concerns that you would like to discuss with the mediator privately prior to the mediation session? \_\_\_\_\_

\_\_\_\_\_

36. Is there anything else you think the mediator should know about you, the other party, or your family? \_\_\_\_\_

\_\_\_\_\_

**ADDITIONAL NOTES/COMMENTS:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

My signature below indicates that all of the information provided in this questionnaire is true and correct.

\_\_\_\_\_  
PARENT'S SIGNATURE

Date: \_\_\_\_\_

Return questionnaire via email, fax or mail to:

Stephanie H. Smith, AV Director  
[stephanie.smith@arcourts.gov](mailto:stephanie.smith@arcourts.gov)  
625 Marshall Street, Suite 1200  
Little Rock, AR 72201  
501-803-9675 (phone)  
501-605-9691 (fax)

*If you need further information or resources regarding Domestic Violence, please visit the website for the Administrative Office of the Court Domestic Violence Program at [www.arcourtsdvp.org](http://www.arcourtsdvp.org) or call 501.410.1953.*