

What is 'Accreditation'?

Accreditation is a quality improvement program that provides official OCLF recognition and endorsement that a professional meets or exceeds, pre-defined standards of excellence. Standards are the foundation of any accreditation program.

What are the OCLF Advanced Collaborative Professional ('ACP') Designation Requirements for all members...and specifically for Collaborative Family Professionals?

- A member in good standing of a collaborative practice group within the OCLF;
- The applicant's collaborative practice group is active and meets on a regular basis;
- The applicant practitioner has liability insurance (minimum \$1m);
- The applicant practitioner is subject to oversight and disciplinary measures by its governing professional body;
- A member of one or more of the Professional license or designations currently accepted for membership in a collaborative practice group within the OCLF;

What must be demonstrated to seek accreditation?

Candidate background, education & experience:

- A minimum of **5 full days** of collaborative training which could include Level 1, Level 2 and Protocols training, of which there must be a minimum of 2 full days of interdisciplinary training;
- Minimum of **forty (40) hours** of training or education, in addition to the 35 hours of basic collaborative training required, which must include:
- A minimum of 12 hours of family law training or education for Family Professionals to obtain a basic understanding of the law in Ontario as it pertains to separating families with a focus on parenting issues.
- 21 hours of Domestic Violence (DV) 14 hours of which must be taken within 1 week, and 7 hours of the training pertaining to collaborative process design and protocols to take into account Intimate Partner Violence and Power Imbalances. This training must be done within 2 years preceding the application for the ACP designation or if done more than two years, one day of DV training as a refresher course and a 7 hour day of CP DV protocols course. The CP component of the DV training must be done by a training team consisting of a Family Professional and CP Lawyer, both who are actively practicing in CP or as otherwise approved by the OCLF Board.
 - The **remaining 7 hours** may comprise any of the following:
 - Additional Collaborative Training
 - Mediation Training
 - Advanced Interest Based Negotiation Training
 - Advanced Clinical Training

Candidate Experience.

- Agrees to adhere to/comply with:
 - Code of Conduct of the Professional Governing Body(ies); and,
 - Adopt/Follow the IACP ethical standards
- Must have completed **eight (8) collaborative files** with signed participation agreements. These collaborative files must have been completed within the five (5) years preceding the application for accreditation. Completed means a final signed Agreement which fully or partially resolves the issues

What must be demonstrated to maintain accreditation?

Renewal: (Every two (2) years following accreditation)

- Maintain membership in OCLF member collaborative practice group
- Minimum **24 hours** during the two (2) years of which:
 - **At least 7 hours** related to collaborative skills; and
 - **At least 5 hours** related to domestic violence training
 - **Remaining 12 hours** –
 - Mediation, communication skills, family dynamics;
 - **Practice Group Attendance at OCLF Conference;**
 - Educational Activities;
 - **IACP** programs or Annual Forum;
 - Role as **OCLF-approved mentor** (max. 8 hours over 2 years);
 - **OCLF Board or Practice Group Board member** (max 12 hours over 2 years);
 - **Trainer** – credited with double hours (max 12 hours over 2 years)

Active Collaborative Family Professional Practice: four (4) new collaborative files (participation agreements signed) or at least 20 hours of involvement in an on-going collaborative file(s)

Who is involved in the accreditation process?

- **There will be an Accreditation Committee;**
- **Authority:**
 - To decide and accept extensive experience, established credibility or other evidence as substitute for training and education requirements/ prerequisite number of cases;
 - Request additional evidence of licensing, education and training;
 - Consider ACP-designated Member's inability to meet the requirements of renewal and make recommendations to waive to the OCLF Board
 - To refuse accreditation despite a candidate meeting technical requirements and offer candidate a meeting to discuss concerns.
- **Yet to be decided:**
 - Composition, member appointment and term;
 - Terms of Reference and Role Profiles;
 - Meeting dates and review timelines;
 - Protocols, Forms and Contact;
 - Secretariat functions
 - Role of website in Application process
 - The application, annual and renewal fees for the designation
 - Complaints concerning ACP-designated members: To the OCLF Practice & Ethics Committee - Disciplinary action/ non-renewal or termination of designation