

INSTRUCTIONS RE: PROBATE and FAMILY COURT CATEGORY V APPLICATION

1. You must complete a minimum of thirty-five (35) hours of training from among the courses on the list posted at: <http://www.mass.gov/courts/court-info/trial-court/pfc/pfc-fee-appointments-gen.html>

Some are past programs; others are scheduled with confirmed dates, to be held before the application deadline.

You must submit certification of attendance at relevant programs.

2. You must have attended a Mediation Training Program of at least thirty (30) hours. We recognize that you may have attended a program for which you cannot locate or did not receive certification of attendance. In that circumstance, please prepare and submit an affidavit certifying the relevant information about the program and your attendance.
3. You must complete six (6) hours of training in intimate partner abuse and family violence dynamics provided by the Probate and Family Court in conjunction with the Trial Court.

Upon receipt of your application, you will receive a link to sign up for a guest user pass for the on-line segment of this program. You will also be contacted about attending the in-person segment of the program which will be scheduled by the Administrative Office.

If you are currently on the Category E or Category F fee-generating appointment list, you have recently completed the Domestic Violence training and need not participate again. Please make sure you check this box on the Category V application.

4. The Probate and Family Court Department will also schedule a **mandatory** two (2) hour training addressing the new Parenting Coordinator Standing Order No. 1-17. These two hours are part of the 35 hour requirement of training related to parenting coordination topics.

Approval as a member of the Category V fee-generating appointment list as of July 1, 2017 will extend until December 31, 2018.

Applications received after May 31, 2017, the deadline for inclusion on the list effective July 1, 2017, will be reviewed after July 1, 2017, in the order they are received.