

PRIVATE MEDIATION CHECKLIST

INFORMATION

- Client's complete names & SSN's
- Children's names, SSN's & birth dates
- Client's address
- Date and location of marriage
- Date of separation

DECISION MAKING & COMMUNICATION

- Legal custody
- Medical treatment & emergencies
- Educational plans / progress
- Childcare plans
- Extracurricular activities
- Discipline problems
- Religious training
- Travel plans
- Communication standards

PARENTING ARRANGEMENTS

- Physical custody plan
- Holidays / special occasions
- Vacation plans
- Extended family visitation
- Changes, flexibility / notice
- Telephone contact

- Parental behavior standards

- Relocation / move

CHILD SUPPORT AND EXPENSES

- Payment amount / method / time
- Special expenses or needs
- Health insurance
- Unreimbursed medical expenses
- Child support review
- Life insurance beneficiaries
- Tax exemptions
- Vocational or college expenses

SPOUSAL EXPENSES

- Spousal support
- Health insurance
- Educational / vocational training

PROPERTY AND DEBTS

- Marital home appraisal
- Mortgage balances, first & second
- How property is titled
- Vehicles
- Time-shares
- Personal property division