

US District Court
Eastern District of New York
Alternative Dispute Resolution Program

MEDIATOR SELF-ASSESSMENT FORM

CASE NAME: _____

MEDIATOR: _____ CASE NO#: _____

1. Was an agreement reached in this case? _____ Yes _____ No

2. Date of designation as Mediator for this case: _____

Date designated for completion of mediation: _____

Was deadline extended ? Please explain:

3. Was a mediation session held ? _____ Yes _____ No

If yes, on what date was the session held ? _____

Were additional sessions held ? _____ Yes _____ No

If so, please list dates: _____

4. If a mediation session was NOT held in this case, please indicate why not.

a. The case settled prior to the mediation session. _____

b. The Court dismissed the case. _____

c. Other - please specify: _____

d. I don't know. _____

5. Who attended the mediation session:

<u>For plaintiff</u>	Sessions:	1 st	2 nd	3 rd
Party and Counsel		_____	_____	_____
Counsel Only		_____	_____	_____
Other _____		_____	_____	_____
<u>For defendant</u>	Sessions:	1 st	2 nd	3 rd
Party and Counsel		_____	_____	_____
Counsel Only		_____	_____	_____
Other _____		_____	_____	_____

6. If the parties were not present at the session(s), do you think their presence would have aided the process?

Yes _____ No _____

If the parties were present, did they appear to understand your role as mediator of the case? Yes _____ No _____

7. Please indicate with an "x" which, if any, of the following events occurred during or as a result of the mediation session(s) you handled in this case.

a. Two or more of the parties reached a settlement agreement. _____

1. The agreement disposed of the entire case. _____

2. The agreement disposed of part of the case. _____

b. Parties discussed settlement. _____

c. A party indicated an intention to file a motion for summary judgment or for dismissal of all or part of the case. _____

d. Parties agreed about the scheduling or conduct of some discovery. _____

e. Parties agreed to exchange information informally. _____

f. Parties entered one or more stipulations of fact. _____

g. Other _____

8. How much time did you spend preparing for the mediation session(s)? _____ hours

9. How long was the initial mediation session? _____ hours

10. How much time did you spend on follow-up (a second meeting, phone calls, etc.)?
_____ hours

11. Did parties or counsels comply with the mediation procedures?

Yes_____ No_____

12. Overall, do you think that the mediation process was sufficiently beneficial to the parties in this case to justify the resources devoted to it?

Yes_____ No_____

If the case did not settle, please state the critical reasons for not settling:

13. Additional comments.

AT THE COMPLETION OF THE MEDIATION PROCESS, PLEASE RETURN THIS FORM TO:

Robyn Weinstein, ADR Administrator
United States District Court, Eastern District of New York
225 Cadman Plaza East
Brooklyn, NY 11201

nyed_adr@nyed.uscourts.gov

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