



Associate Membership Application

Associate membership in Collaborative Practice San Diego (the “Association”) is by application to the Membership Committee, followed by a recommendation from the applicant’s professional group. The co-chair of that group circulates the application, proof of professional liability insurance, and curriculum vitae to the Professional Level voting members in good standing. If no Professional Level voting member in good standing objects or requests a debate within fifteen (15) calendar days of that notice, the applicant is admitted. If an objection is made or a debate requested, the application is placed on the agenda for the next general meeting, where admission requires approval by two-thirds (2/3) of the votes recorded. Associate members may attend and participate in general meetings and other activities of the Association, but do not vote or hold office. To become and remain an Associate member, an individual shall:

1. Complete a basic (minimum two-day) “Collaborative Divorce” training program meeting the standards approved by the International Academy of Collaborative Professionals (“IACP”).
2. Attend and participate each year in continuing education programs with a collaborative focus presented or sanctioned by the Association, in general meetings of the Association, and in professional peer group meetings.
3. Join and maintain membership in the IACP (reduced dues paid through the Association).
4. Agree to abide by the “Ethical Standards for Collaborative Practitioners” developed by the IACP.
5. Maintain all licenses and certifications to practice his or her profession in the State of California, carry professional liability insurance, and immediately notify the Board of Directors of (a) any change in the status of these licenses or insurance, including any lapse, suspension, or revocation, and (b) any official finding by the professional’s regulatory body of an ethical violation or disciplinary action.
6. Meet the minimum experience standards for his or her discipline:
 - a. **Mental Health** — Be licensed in his or her field, with professional practice experience and a focus in the area of practice intended, as determined by the other mental health members of the Association. A mental health professional shall not participate in litigation or therapy with the parties of a collaborative case in which the professional was involved.
 - b. **Attorney** — Be licensed to practice law in the State of California, with professional practice experience and a focus in the area of practice intended, as determined by the other attorney members of the Association. An attorney shall not participate in litigation with the parties of a collaborative case in which the attorney was involved.
 - c. **Financial** — Be certified as a Certified Financial Planner (CFP) or Certified Public Accountant (CPA) with at least two (2) years of substantive planning experience in the financial aspects of the field in which the applicant intends to practice, as determined by the other financial members of the Association. A financial specialist shall not conduct business outside the collaborative process with any client during a case or after the case is completed.

Applicant Information

Name: _____

Profession: _____

Address: _____

Email Address: _____

Telephone: _____

Certification

By signing below, I certify that:

- I have completed an IACP-approved basic Collaborative Divorce training program.
- I am a member of the IACP and will maintain that membership.
- I meet the minimum standards listed above for my discipline.
- I carry professional liability insurance, and I will notify the Board of Directors of any change in my licensure, certification, or insurance, and of any ethical or disciplinary finding by my regulatory body.
- I agree to the practice commitments stated above for my discipline, including the limitation on participating in litigation (and, for mental health professionals, therapy) with the parties of a collaborative case in which I was involved.
- I agree to be bound by the guidelines and membership criteria of Collaborative Practice San Diego.

Signature: _____

Date: _____

Please attach:

1. a copy of the declarations page from your current professional liability insurance policy;
2. a copy of your curriculum vitae or other biographical information; and
3. a certificate of completion of your IACP-approved basic Collaborative Divorce training program.

The Association's current financial requirements are:

1. New Member Dues — \$350/year (pro-rated share of the annual dues at the time of acceptance);
2. Annual IACP Dues — current discounted group rate of \$145.

Advancing to Professional Membership

An Associate member may apply for Professional membership without the five-year post-licensure experience requirement after serving as a team member on a completed collaborative case and providing letters of recommendation from at least two (2) different Professional members who served on that team. The letters of recommendation, a certification of participation on the case, and the required forms and initiation fee are submitted to the Membership Committee, after which the Professional membership approval procedure applies.