**DISPOSITION OF MEDIATION CASES:** **MEDIATION CASES FLOW DIAGRAM**

SUBMISSION OF COMPLAINT

**PHASE I**

Membership to accept letter of complaint (CMC Coordinator)

GATHERING OF DOCUMENTS, REVIEW AND ENDORSEMENT

Membership to review the case, narrate facts and issues and endorse to ConMed within 5 days

ConMed to record and Review the Case Endorsed

RECORDING OF ENDORSMENT AND CASE REVIEW

ISSUANCE OF NOTICES AND SCHEDULING OF MEDIATION

The ConMed provides notice of preliminary conference/mediation to parties involved within 5 days upon receipt from Membership.

The ConMed schedules the mediation time and venue with both parties

Conduct preliminary conference/mediation by the CMC within 90

CONDUCT OF PRELIMINARY CONFERENCE/MEDIATION

days.

Conduct Mediation.

SETTLED?

**Yes**

CRAFTING OF AGREEMENT FOR SETTLED CASES

**No**

ELEVATE TO ARBITRATION (BOD)

CMC TO SUBMIT REPORT TO THE BOD, THRU CAD, WITH RECOMMENDATION WHETHER OR NOT TO RELEASE

ISSUE OF CERTIFICATE OF NON SETTLEMENT

CMC TO SUBMIT REPORT TO THE BOD, THRU CAD, WITH RECOMMENDATION WHETHER OR NOT TO RELEASE

ISSUE OF COMPROMISE / SETTLEMENT AGREEMENT