

IN THE CIRCUIT COURT OF THE  
EIGHTEENTH JUDICIAL CIRCUIT

**ADMINISTRATIVE ORDER NO.:**  
**14-05**  
**SUPERSEDES 13-20-B AMENDED**

**IN RE: DOMESTIC RELATIONS – REQUIREMENT TO COMPLETE THE PARENT  
EDUCATION AND FAMILY STABILIZATION COURSE IN DISSOLUTION OF  
MARRIAGE PROCEEDING WITH MINOR CHILDREN OR A PATERNITY  
ACTION THAT INVOLVES ISSUES OF PARENTAL RESPONSIBILITY**

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The Family Division Judges of the Eighteen Judicial Circuit have determined that a substantial portion of family law cases filed involve custody and visitation with minor children, and that a divorce or separation of their parents may detrimentally affect the children and the family relationships of the separating parents; that the children often become innocent unintended victims of the problems and “wars” of their parents; and the Court being concerned with the potential harmful impact on the children in such situations, including possible loss of self-esteem and pride, feelings of guilt in causing their parent’s break-up, weakened trust and feelings of loyalty, anger, and the economic and social impact of the break-up of the home, all of which may lead to decrease in school performance, social difficulties, grief, problems with anger, guilt syndromes, depression, unacceptable behavior, anxiety about intimate relationships, concerns about betrayal and abandonment, feelings of being unloved, and viewing the world as unsafe and unreliable; and the Court being desirous of providing a means to assist both the parents and the children in coping with the break-up of their home; and to insure that the parents understand and are aware of the perspective of the children and the potential psychological and emotional trauma of the children; and to provide education resulting in recognition by the parents of the signs of trauma or distress in the children related to the separation or divorce and methods of assisting the children to cope with the trauma or distress beneficially, which will hopefully better society, and refocus the energies of the parents in a constructive rather than destructive manner to protect their children, and in consideration thereof

IT IS HEREBY ORDERED that successful completion of the Parent Education and Family Stabilization Course is a required policy for all parties to dissolution of marriage proceeding with minor children or a paternity action that involves issues of parental responsibility as a condition precedent to obtaining a Final Judgment. A party may be excused from attending the parenting

course or from completing the parenting course within a certain time period, provided the court determines that the party has shown good cause. For dissolution of marriage actions, the petitioner must complete the course within 45 days after the filing of the petition, unless excused by the court. All other parties must complete the course within 45 days after service of the petition. For paternity actions, the petitioner must complete the course within 45 days after filing the petition, unless excused by the court. Any other party must complete the course within 45 days after an acknowledgement of paternity by that party, an adjudication of paternity of that party, or an order granting visitation to or support from that party. Each party to a dissolution or paternity action shall file proof of compliance with the court prior to the entry of the final judgment.

All parties are required to complete the parenting course as quickly as possible. The parties are required to complete the parenting course by appearing in person. The parties may apply to the Court to take the parenting course on-line if they demonstrate good cause to the Court.

A copy of the "Standing Order of Referral Requiring Parties to Attend the Parent and Education Stabilization Course" (ATTACHMENT 1) shall be provided at the time of filing to the Petitioner by the Clerk of the Court and a copy of said Order shall be served on the opposing party(s) by Petitioner. Said Order of Referral shall be attached to the original pleadings by the Clerk of the Court.

IT IS FURTHER ORDERED that each provider offering a parenting course must be approved by the Department of Children and Family Services. The Department of Children and Family Services shall provide the Clerk of Court with a list of approved course providers and sites at which the Parent Education and Family Stabilization Course may be completed. The list shall be made available to the parties so that they may attend the parenting class of their choice.

The Department of Children and Family Services may remove a provider who violates these requirements, or its implementing rules, from the list of approved course providers.

IT IS FURTHER ORDERED that all parties to a modification of a final judgment involving shared parental responsibilities, custody, or visitation may be required to complete a court-approved parenting course prior to the entry of an order modifying the final judgment.

IT IS FURTHER ORDERED a reasonable fee may be charged to each parent attending the course.

IT IS FURTHER ORDERED that if any parent fails to attend the required Parent Education and Family Stabilization course, the court may hold the defaulting parent in contempt.

IT IS FURTHER ORDERED that the court may, with or without motion of either party, prohibit the parenting course from being taken together, if there is a history of domestic violence between the parties.

Done and Ordered this 16th day of January, 2014.

JOHN M. HARRIS  
JOHN M. HARRIS  
CHIEF JUDGE

DISTRIBUTION:

All Circuit and County Judges (Brevard County)  
Court Administration (Brevard County)  
Clerk of Court (Brevard County)  
State Attorney (Brevard County)  
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**ATTACHMENT 1**

IN THE CIRCUIT COURT OF THE  
EIGHTEENTH JUDICIAL CIRCUIT

**STANDING ORDER OF REFERRAL REQUIRING PARTIES TO ATTEND  
PARENT EDUCATION AND FAMILY STABILIZATION COURSE**

WHEREAS, pursuant to Administrative Order, the Petition filed herein includes a request for relief involving minor children of the parties. It is thereupon

ORDERED AND ADJUDGED that each of the parties shall attend a Parent Education and Family Stabilization Course. For dissolution of marriage actions, the petitioner must complete the course within 45 days after the filing of the petition, unless excused by the court. All other parties must complete the course within 45 days after service of the petition. For paternity actions, the petitioner must complete the course within 45 days after filing the petition, unless excused by the court. Any other party must complete the course within 45 days after an acknowledgement of paternity by that party, an adjudication of paternity of that party, or an order granting visitation to or support from that party. A list of providers may be obtained from the Clerk of the Court or from their website, Brevard County [www.brevardclerk.us](http://www.brevardclerk.us), Seminole County <http://www.seminoleclerk.org>. Each party is responsible for contacting the providers, scheduling attendance, completion of the seminar and payment of the seminar fee.

Upon completion of the seminar, you must submit your Certificate of Completion to the Clerk of the Court, Brevard County Clerk of Court, P.O. Box 219, Titusville, Florida, 32781-0219, along with the above case number, Seminole County Clerk of Court, P.O. Box 8099, Sanford, FL 32772-8099, along with the above case number.

This parenting course, ordered by the court, shall apply regardless of whether the parties were legally married and in family cases involving family member visitation, etc.

Copies provided to:

Petitioner by  hand delivery  mail

Respondent by  mail  attached to Summons

Dated: \_\_\_\_\_ Clerk of the Court

By: \_\_\_\_\_  
Deputy Clerk

IN THE CIRCUIT COURT OF THE  
EIGHTEENTH JUDICIAL CIRCUIT  
IN AND FOR BREVARD COUNTY,  
FLORIDA

ADMINISTRATIVE ORDER NO:  
**11-34-B AMENDED**  
**Supersedes 11-34-B**

**IN RE: DOMESTIC RELATIONS - PARENTING COORDINATION IN HIGH  
CONFLICT FAMILY LAW CASES**

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**WHEREAS**, children caught in the middle of high parental conflict are more likely to be harmed;  
and

**WHEREAS**, it is the public policy of the State of Florida to assure that each minor child has frequent and continuing contact with both parents after the parents separate or the marriage of the parties is dissolved and to encourage parents to share the rights, responsibilities, and joys of childrearing; and

**WHEREAS**, the Florida Supreme Court adopted a guiding principle encouraging a family court process to “empower families through skills development, assist them to resolve their own disputes, provide access to appropriate services, and offer a variety of dispute resolution forums where the family can resolve problems without additional emotional trauma,” as set forth in *In re Report of the Family Court Steering Committee (Family Courts IV)*, 794 So. 2d 518, 522 (Fla. 2001); and

**WHEREAS**, parenting coordination is a process whereby an impartial third person, called a parenting coordinator, helps the parties implement their parenting plan by facilitating the resolution of disputes between parents and/or legal guardians, providing education, making recommendations to the parties and, with the prior approval of the parties and the court, making decisions within the scope of the court order of appointment; and

**WHEREAS**, the use of parenting coordinators promotes the best interests of minor children and their parents in high conflict cases by reducing the duration and severity of parental conflict, thereby protecting children from the harmful effects of such conflict; and

**WHEREAS**, in that parenting coordination provide a form of alternative dispute resolution that enhances the purposes of Chapter 61, Florida Statutes, the legislature enacted Section 61.125, Florida Statutes, to establish the procedures for the proper administration of parenting coordination within the State of Florida, thereby obviating the need for the adoption of separate provisions for this Circuit; and

**WHEREAS**, Section 61.125, Florida Statutes, became effective on October 1, 2009; and

**WHEREAS**, this Circuit has developed certain forms that are relevant to the Circuit that will assist with the effectuation of the provisions set forth in Section 61.125, Florida Statutes; and

**NOW, THEREFORE WHEREAS** the Supreme Court of Florida promulgated Rule 12.742 of the Florida Family Law Rules of Procedure encaptioned Parenting Coordination on January 28, 2010, pursuant to the authority vested in me as Chief Judge of the Eighteenth Judicial Circuit of Florida, under Rule 2.215, of the Florida Rules of Judicial Administration;

It is hereby **ORDERED**:

1. The provisions set forth Section 61.125, Florida Statutes, shall be followed in this Circuit regarding parenting coordination.
2. A parenting coordinator must meet all the required qualifications set forth in Section 61.125 (4) Florida Statutes. A parenting coordinator so qualified must submit an application to become Parenting Coordinator to the Chief Judge to demonstrate their qualifications. The Family Administrative Judge for the Circuit shall determine whether to approve the application and if approved, the list of approved parenting coordinators will be kept by Court Administration.
3. The following forms, attached hereto, are hereby adopted and shall be used in carrying out the provisions of Section 61.125, Florida Statutes:
  - a. Application to become Parenting Coordinator.
  - b. Order of Referral to Parenting Coordinator.
  - c. Report of General Magistrate on Motion for Referral to Parenting Coordinator.
  - d. Response by Parenting Coordinator.
4. The Parenting Coordinator will receive a notice of hearing for any hearing scheduled with the court for any matter that is within the scope of the Order of Referral to Parental Coordination. During hearings when addressed by the court, the Parenting Coordinator may testify on the subjects of the parties' compliance with the Order of Referral to Parenting Coordination and the appropriateness of maintaining the case in parenting coordination. However, the Parenting Coordinator may not set a hearing with the court.
5. The Parenting Coordinator may report to the court in writing on the subjects of the parties' compliance with the Order of Referral to Parenting Coordination and the appropriateness of maintaining the case in parenting coordination. The court itself may set a status hearing after reviewing the written report of the Parenting Coordinator.
6. Prior to the expiration of the Order of Referral to Parent Coordinator, the court will determine whether the order should be extended. Within thirty days of the expiration date of the Order of Referral to Parenting Coordinator, the parenting coordinator will notify in writing the judicial assistant of the court which entered the Order of Referral to Parenting Coordinator or the successor of the expiration date, and such written notice shall contain a recommendation as to whether the order should be extended. The Court may thereafter schedule a hearing to determine whether the order of Referral to Parenting Coordinator should be extended.

DONE AND ORDERED this 25th day of October, 2011.

CHARLES ROBERTS  
CHARLES ROBERTS  
ACTING CHIEF JUDGE

Distribution:

All Circuit and County Judges (Brevard County)

Court Administration (Brevard and Seminole Counties)

Clerk of Court (Brevard County)

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**ATTACHMENT**  
ADMINISTRATIVE OFFICE OF COURTS  
EIGHTEENTH JUDICIAL CIRCUIT OF FLORIDA

Eighteenth Judicial Circuit Parent Coordinator List Application

Name: \_\_\_\_\_ Date \_\_\_\_\_

Address: \_\_\_\_\_

Office : \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Fax Number: \_\_\_\_\_

Please check to all that apply and include the date of the license or degree

- Licensed Mental Health Professional *pursuant to chapters 490/491 of Florida Statutes*  
\_\_\_\_\_
- Licensed Physician pursuant to chapter 458, *w/certification by American Board Psychiatry and Neurology*  
\_\_\_\_\_
- Certified Florida Supreme Court Family Law Mediator *w/Masters Degree in Mental Health Field*  
\_\_\_\_\_
- Attorney *who is a member in good standing of the Florida Bar*  
\_\_\_\_\_

Years of post licensure or post certification practice. *(three years required).*  
\_\_\_\_\_

Florida Supreme Court certified Family Mediation Training- *Date Completed*  
\_\_\_\_\_

Parent Coordinator Training- *include who provided the training and the date completed.* A minimum of 24 hours of parenting coordination training with subjects as specified by Section 61.125 (4)(c) Florida Statutes.  
\_\_\_\_\_

Parent Coordinator Hourly Rate: \_\_\_\_\_

Willing to accept pro bono cases? \_\_\_\_\_ Under what circumstances? \_\_\_\_\_  
\_\_\_\_\_

Willing to accept cases at a reduced rate? \_\_\_\_\_ Under what circumstances? \_\_\_\_\_  
\_\_\_\_\_

Bilingual? \_\_\_\_\_ What language? \_\_\_\_\_

*By signing this application, I am confirming that I have never been convicted or had adjudication withheld on a charge of child abuse, child neglect, domestic violence, parental kidnapping or interference with custody; or have been found by a court to have abused, neglected or abandoned a child; or have never consented to an adjudication or a withhold of adjudication of a petition for dependency or have never been a respondent in a final order of protection against domestic violence.*

Signature \_\_\_\_\_ Date: \_\_\_\_\_

**If all requirements are met, your name and information will be added to the Eighteenth Judicial Circuit Approved Parent Coordinator List. The list is provided to each family law judge and is available to all other judges and court programs. The list is also available on our website: [www.flcourts18.org](http://www.flcourts18.org)**



**ATTACHMENT**

IN THE CIRCUIT COURT OF THE  
EIGHTEENTH JUDICIAL CIRCUIT, IN AND  
FOR BREVARD COUNTY, FLORIDA.

CASE NO: \_\_\_\_\_

Petitioner,  
  
and  
  
Respondent.  
\_\_\_\_\_ /

**ORDER OF REFERRAL TO PARENTING COORDINATOR**

The Court considered the  motion of the court,  joint motion of the parties,  motion of a party, reviewed the court file, considered the testimony presented. Based on this information, the court FINDS that:

- A. Appropriateness of Process:** This matter is appropriate for parenting coordination and it is in the best interest of the child(ren).
- B. Parenting Coordination Process:** Parenting coordination is a child focused alternative dispute resolution process whereby a parenting coordinator assists the parties in creating or implementing their parenting plan by facilitating the resolution of disputes, providing education and making recommendations to the parties; and, with the prior consent of the parties and approval of the court, making limited decisions within the scope of this order of referral.
- C. Parenting Coordinator:** A parenting coordinator is an impartial third person whose role is to assist the parties in successfully creating or implementing a parenting plan.
- D. Selection of Parenting Coordinator:** \_\_\_\_\_ shall serve as the parenting coordinator.
- E. History of Domestic Violence:** Based upon testimony and evidence presented and a review of related court records, the court has determined:
  - There is no history of domestic violence.
  - There has been a history of domestic violence, and:
  - Each party has had an opportunity to consult with an attorney or domestic violence advocate before this court has accepted the parties consent.
  - Each party has consented to this referral and the consent has been given freely and voluntarily.

It is therefore, **ORDERED:**

- 1. Parenting Coordinator:** The parties are referred to parenting coordination for an initial period of \_\_\_\_\_ months (not to exceed two years):
  - a. The parenting shall file a response to this Order within 30 days accepting or declining the appointment. The response to the appointment must be in substantial compliance with Form 12.984.
  - b. The parties or their attorneys must provide to the parenting coordinator copies of all pleadings and orders related to domestic violence and any other pleadings and orders requested by the parenting coordinator related to parenting coordination.
- 2. Meetings:** Unless prohibited herein as a domestic violence safeguard or by another court order, the parenting coordinator may meet with the parties and/or child (ren) together or separately, in person or by any electronic means.
- 3. Domestic Violence Safeguards:** The parties shall adhere to all provisions of any injunction or conditions of bail, probation, or a sentence arising from criminal proceedings. In addition to any safety measures the parenting coordinator deems necessary, the following domestic violence safeguards must be implemented:
  - None are necessary.
  - No joint meetings.
  - No direct negotiations.

- No direct communications.
- Other: \_\_\_\_\_

**4. Role, Responsibility, and Authority of Parenting Coordinator.** The parenting coordinator shall have the following role, responsibility, and authority:

- a. Assisting the parties in creating and implementing a parenting plan;
- b. Facilitating the resolution of disputes regarding the creation or implementation of the Parenting Plan;
- c. Recommending to parties strategies for creating or implementing the Parenting Plan. Such recommendations may include that one or both parents avail themselves of accessible and appropriate community resources, including, but not limited to, random drug screens, parenting classes, and individual psychotherapy and/or family counseling, if there is a history or evidence that such referrals are appropriate;
- d. Recommending to the parents changes to the Parenting Plan;
- e. Educating the parties to effectively:
  - 1. Parent in a manner that minimizes conflicts;
  - 2. Communicate and negotiate with each other and their child(ren);
  - 3. Develop and apply appropriate parenting skills;
  - 4. Understand principles of child development and issues facing child(ren) when their parents no longer live together;
  - 5. Disengage from the other parent when engagement leads to conflicts and non-cooperation;
  - 6. Identify the sources of their conflict with each other and work individually and/or jointly to minimize conflict and lessen its deleterious effects on the child(ren); and
  - 7. Allow the child (ren) to grow up free from the threat of being caught in the middle of their parents' disputes.
- f. Facilitating the ability of both parents to maintain ongoing relationships with their children.
- g. Reporting or communicating with the court concerning non-confidential matters as provided in paragraph 6 of this order;
- h. Communicating with the parties and their child(ren), separately or together in person or by telephone, unless otherwise prohibited by court order or applicable law. The parenting coordinator shall determine the schedule for subsequent appointments;
- i. Providing information to health care providers for the parents and the children, and to any third parties, when the parenting coordinator deems it is reasonably necessary.

**5. Scope of Authority:** The parenting coordinator shall make limited decisions within the scope of this order of referral. Limited decision making authority shall include, but may not be limited to:

**6. Fees and Costs for Parenting Coordination.**

- a.
  - The parties have consented to this referral to parenting coordination and have agreed that they have the present ability to pay parenting coordination fees.
  - The parties have consented to this referral to parenting coordination and the Court finds that: \_\_\_\_ petitioner \_\_\_\_ respondent \_\_\_\_ both parties has/have the present financial ability to pay the parenting coordination fees.
  - This order us without the consent or the parties and the court has determined that: \_\_\_\_ petitioner \_\_\_\_ respondent \_\_\_\_ both parties has/have the financial ability to pay the parenting coordination fees & costs.
- b. The court allocates payment of fees and costs for parenting coordination as follows:
  - \_\_\_\_\_ % shall be paid by the Father.
  - \_\_\_\_\_ % shall be paid by the Mother.
  - \_\_\_\_\_ % No fees as Family court Services to provide parenting coordination
 Other: \_\_\_\_\_
- c. If a party has caused the parenting coordinator to expend an unreasonable and unnecessary amount of time, the Court may later determine that party will be solely responsible for payment of the parenting coordinator's fees and costs for such time expended or that the party shall reimburse the other party for the parenting coordinator's

fees and cost paid by the other party for such time expended. Failure to pay the parenting coordinator's fees and costs in a timely manner may subject the party to sanctions for contempt of court.

- d. The parenting coordinator shall not proceed until he/she is satisfied with the terms and conditions of payment or his/her services. Further, the parenting coordinator shall not perform nor continue to perform the parenting coordination services in this case unless all of his/her fees and costs are paid by the parties as ordered, and, in the event of nonpayment, the parenting coordinator shall file a Request for Status Conference, and the court will address the issue of non-payment of fees and costs.

7. **Confidentiality:** All communications made by, between, or among the parties and the parenting coordinator during parenting coordination sessions are confidential. The parenting coordinator and each party may not testify or offer evidence about communications made by a party or the parenting coordinator during the parenting coordination sessions, except if:

- a. It is necessary to identify, authenticate, confirm, or deny a written agreement entered into by the parties during parenting coordination;
- b. The testimony or evidence is necessary to identify an issue for resolution by the court without otherwise disclosing communications made by any party or the parenting coordinator;
- c. The testimony or evidence is limited to the subject of a party's compliance with the order of referral to parenting coordination, orders for psychological evaluation, counseling ordered by the court or recommended by a health care provider, or for substance abuse testing or treatment.
- d. The parenting coordinator is reporting that the case is no longer appropriate for parenting coordination;
- e. The parenting coordinator is reporting that he or she is unable or unwilling to continue to serve and that a successor parenting coordinator should be appointed.
- f. The testimony or evidence is necessary pursuant to s. 61.125(5)(b) or s. 61.125(8), Florida Statutes;
- g. The parenting coordinator is not qualified to address or resolve certain issues in the case and a more qualified coordinator should be appointed;
- h. The parties agree that the testimony or evidence be permitted; or
- i. The testimony or evidence is necessary to protect any person from future acts that would constitute domestic violence under Chapter 741, Florida Statutes; child abuse, neglect, or abandonment under Chapter 39, Florida Statutes; or abuse, neglect, or exploitation of an elderly or disabled adult under Chapter 825, Florida Statutes.

8. **Agreement on Non confidentiality:** The parties can agree to waive confidentiality of a specific communication or all communication. The waiver must be in writing, signed by the parties and their respective counsel. The waiver shall be filed with the court and a copy served on the parenting coordinator. Either party may revoke his or her waiver of confidentiality by providing written notice signed by the other party. The revocation shall be failed with the court and a copy served on the other party and the parenting coordinator.

9. **Withdrawal Procedure:** With Court approval, the parenting coordinator may withdraw from the role of parenting coordinator. The parenting coordinator shall apply directly to the Court with a request to be discharged, and shall provide notice to the parties and their counsel of their request to withdrawal. Either party may seek to terminate the parenting coordinator's services by filing a motion with the Court. The parenting coordinator's services may not be terminated by either of the parties (or at the request of both parties) without order of this court.

10. **Scheduling:** Each party shall contact the parenting coordinator within 10 days of the date of this order to schedule the first appointment. The parenting coordinator shall determine the schedule for subsequent appointments.

11. **Reservation of Jurisdiction:** This Court specifically reserves jurisdiction to enforce and/or modify the terms and conditions of this Order.

***DONE AND ORDERED*** in Brevard County, Florida, on this \_\_\_\_ day of \_\_\_\_\_ 2010.

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Circuit Judge

Copies furnished to:  
Name of Parties:  
Counsel for Parties  
Address of Counsel

Guardian Ad Litem  
Address of GAL

ATTACHMENT

IN THE CIRCUIT COURT OF THE EIGHTEENTH JUDICIAL CIRCUIT, IN AND FOR BREVARD COUNTY, FLORIDA.

CASE NO.: \_\_\_\_\_

Petitioner,  
and  
Respondent.

\_\_\_\_\_ /

**REPORT OF GENERAL MAGISTRATE ON MOTION FOR REFERRAL TO PARENTING COORDINATOR**

The above cause came before the undersigned General Magistrate on this day of \_\_\_\_\_, \_\_\_\_\_, upon the  joint motion of the parties  motion of a party, pursuant to Section 61.125, Florida Statutes, Florida Family Law Rules of Procedure, and the General Magistrate, having considered the evidence presented and after being otherwise advised in the premises, **FINDS, CONCLUDES AND RECOMMENDS** that:

- A. **Appropriateness of Process:** This matter is appropriate for parenting coordination and it is in the best interest of the child(ren).
- B. **Parenting Coordination Process:** Parenting coordination is a child focused alternative dispute resolution process whereby a parenting coordinator assists the parties in creating or implementing their parenting plan by facilitating the resolution of disputes, providing education and making recommendations to the parties; and, with the prior consent of the parties and approval of the court, making limited decisions within the scope of this order of referral.
- C. **Parenting Coordinator:** A parenting coordinator is an impartial third person whose role is to assist the parties in successfully creating or implementing a parenting plan.
- D. **Selection of Parenting Coordinator:** \_\_\_\_\_ shall serve as the parenting coordinator.
- E. **History of Domestic Violence:** Based upon testimony and evidence presented and a review of related court records, the court has determined:
  - There is no history of domestic violence.
  - There has been a history of domestic violence, and:
  - Each party has had an opportunity to consult with an attorney or domestic violence advocate before this court has accepted the parties consent.
  - Each party has consented to this referral and the consent has been given freely and voluntarily.

It is therefore, **ORDERED:**

- 1. **Parenting Coordinator:** The parties are referred to parenting coordination for an initial period of \_\_\_\_\_ months (not to exceed two years):
  - a. The parent shall file a response to this Order within 30 days accepting or declining the appointment. The response to the appointment must be in substantial compliance with Form 12.984.
  - b. The parties or their attorneys must provide to the parenting coordinator copies of all pleadings and orders related to domestic violence and any other pleadings and orders requested by the parenting coordinator related to parenting coordination.
- 2. **Meetings:** Unless prohibited herein as a domestic violence safeguard or by another court order, the parenting coordinator may meet with the parties and/or child (ren) together or separately, in person or by any electronic means.
- 3. **Domestic Violence Safeguards:** The parties shall adhere to all provisions of any injunction or conditions of bail, probation, or a sentence arising from criminal proceedings. In addition to any

safety measures the parenting coordinator deems necessary, the following domestic violence safeguards must be implemented:

- None are necessary.
- No joint meetings.
- No direct negotiations.
- No direct communications.
- Other: \_\_\_\_\_

4. **Role, Responsibility, and Authority of Parenting Coordinator:** The parenting coordinator shall have the following role, responsibility, and authority:

- a. Assisting the parties in creating and implementing a parenting plan;
- b. Facilitating the resolution of disputes regarding the creation or implementation of the Parenting Plan;
- c. Recommending to parties strategies for creating or implementing the Parenting Plan. Such recommendations may include that one or both parents avail themselves of accessible and appropriate community resources, including, but not limited to, random drug screens, parenting classes, and individual psychotherapy and/or family counseling, if there is a history or evidence that such referrals are appropriate;
- d. Recommending to the parents changes to the Parenting Plan;
- e. Educating the parties to effectively:
  - 1. Parent in a manner that minimizes conflicts;
  - 2. Communicate and negotiate with each other and their child(ren);
  - 3. Develop and apply appropriate parenting skills;
  - 4. Understand principles of child development and issues facing child(ren) when their parents no longer live together;
  - 5. Disengage from the other parent when engagement leads to conflicts and non-cooperation;
  - 6. Identify the sources of their conflict with each other and work individually and/or jointly to minimize conflict and lessen its deleterious effects on the child(ren); and
  - 7. Allow the child (ren) to grow up free from the threat of being caught in the middle of their parents' disputes.
- f. Facilitating the ability of both parents to maintain ongoing relationships with their children.
- g. Reporting or communicating with the court concerning non-confidential matters as provided in paragraph 6 of this order;
- h. Communicating with the parties and their child(ren), separately or together in person or by telephone, unless otherwise prohibited by court order or applicable law. The parenting coordinator shall determine the schedule for subsequent appointments;
- i. Providing information to health care providers for the parents and the children, and to any third parties, when the parenting coordinator deems it is reasonably necessary.

5. **Scope of Authority:** The parenting coordinator shall make limited decisions within the scope of this order of referral. Limited decision making authority shall include, but may not be limited to:

6. **Fees and Costs for Parenting Coordination:**

- a.  The parties have consented to this referral to parenting coordination and have agreed that they have the present ability to pay parenting coordination fees.
- The parties have consented to this referral to parenting coordination and the Court finds that: \_\_\_\_ petitioner \_\_\_\_ respondent \_\_\_\_ both parties has/have the present financial ability to pay the parenting coordination fees.
- This order us without the consent or the parties and the court has determined that: \_\_\_\_ petitioner \_\_\_\_ respondent \_\_\_\_ both parties has/have the financial ability to pay the parenting coordination fees & costs.
- b. The court allocates payment of fees and costs for parenting coordination as follows:
  - \_\_\_\_% shall be paid by the Father.
  - \_\_\_\_% shall be paid by the Mother.
  - \_\_\_\_% No fees as Family court Services to provide parenting coordination
  - Other: \_\_\_\_\_

- c. If a party has caused the parenting coordinator to expend an unreasonable and unnecessary amount of time, the Court may later determine that party will be solely responsible for payment of the parenting coordinator's fees and costs for such time expended or that the party shall reimburse the other party for the parenting coordinator's fees and cost paid by the other party for such time expended. Failure to pay the parenting coordinator's fees and costs in a timely manner may subject the party to sanctions for contempt of court.
  - d. The parenting coordinator shall not proceed until he/she is satisfied with the terms and conditions of payment or his/her services. Further, the parenting coordinator shall not perform nor continue to perform the parenting coordination services in this case unless all of his/her fees and costs are paid by the parties as ordered, and, in the event of nonpayment, the parenting coordinator shall file a Request for Status Conference, and the court will address the issue of non-payment of fees and costs.
7. **Confidentiality:** All communications made by, between, or among the parties and the parenting coordinator during parenting coordination sessions are confidential. The parenting coordinator and each party may not testify or offer evidence about communications made by a party or the parenting coordinator during the parenting coordination sessions, except if:
- a. It is necessary to identify, authenticate, confirm, or deny a written agreement entered into by the parties during parenting coordination;
  - b. The testimony or evidence is necessary to identify an issue for resolution by the court without otherwise disclosing communications made by any party or the parenting coordinator;
  - c. The testimony or evidence is limited to the subject of a party's compliance with the order of referral to parenting coordination, orders for psychological evaluation, counseling ordered by the court or recommended by a health care provider, or for substance abuse testing or treatment.
  - d. The parenting coordinator is reporting that the case is no longer appropriate for parenting coordination;
  - e. The parenting coordinator is reporting that he or she is unable or unwilling to continue to serve and that a successor parenting coordinator should be appointed.
  - f. The testimony or evidence is necessary pursuant to s. 61.125(5)(b) or s. 61.125(8), Florida Statutes;
  - g. The parenting coordinator is not qualified to address or resolve certain issues in the case and a more qualified coordinator should be appointed;
  - h. The parties agree that the testimony or evidence be permitted; or
  - i. The testimony or evidence is necessary to protect any person from future acts that would constitute domestic violence under Chapter 741, Florida Statutes; child abuse, neglect, or abandonment under Chapter 39, Florida Statutes; or abuse, neglect, or exploitation of an elderly or disabled adult under Chapter 825, Florida Statutes.
8. **Agreement on Non Confidentiality:** The parties can agree to waive confidentiality of a specific communication or all communication. The waiver must be in writing, signed by the parties and their respective counsel. The waiver shall be filed with the court and a copy served on the parenting coordinator. Either party may revoke his or her waiver of confidentiality by providing written notice signed by the other party. The revocation shall be filed with the court and a copy served on the other party and the parenting coordinator.
9. **Withdrawal Procedure:** With Court approval, the parenting coordinator may withdraw from the role of parenting coordinator. The parenting coordinator shall apply directly to the Court with a request to be discharged, and shall provide notice to the parties and their counsel of their request to withdrawal. Either party may seek to terminate the parenting coordinator's services by filing a motion with the Court. The parenting coordinator's services may not be terminated by either of the parties (or at the request of both parties) without order of this court.
10. **Scheduling:** Each party shall contact the parenting coordinator within 10 days of the date of this order to schedule the first appointment. The parenting coordinator shall determine the schedule for subsequent appointments.
11. **Reservation of Jurisdiction:** This Court specifically reserves jurisdiction to enforce and/or modify the terms and conditions of this Order.

*DONE AND ORDERED* in \_\_\_\_\_ County, Florida, on this \_\_\_\_\_ day of \_\_\_\_\_ 2010.

\_\_\_\_\_  
Circuit Court Judge

Copies furnished to:  
Name of Parties:  
Counsel for Parties  
Address of Counsel

Guardian Ad Litem  
Address of GAL



**ATTACHMENT**

IN THE CIRCUIT COURT OF THE EIGHTEENTH  
JUDICIAL CIRCUIT, IN AND FOR BREVARD  
COUNTY, FLORIDA.

CASE NO. \_\_\_\_\_

\_\_\_\_\_,  
Petitioner,

and

\_\_\_\_\_,  
Respondent.

**RESPONSE BY PARENTING COORDINATOR**

I, {name} \_\_\_\_\_ notify the Court and affirm the following:

1. Acceptance.  
[Choose only one]
  - a. \_\_\_ I accept the appointment as parenting coordinator.
  - b. \_\_\_ I decline the appointment as parenting coordinator.
2. Qualifications.  
[Choose only one]
  - a. \_\_\_ I meet the qualifications in section 61.125(4), Florida Statutes.
  - b. \_\_\_ I do not meet the qualifications in section 61.125(4), Florida Statutes. However, the parties have chosen me by mutual consent and I believe I can perform the services of a parenting coordinator because: \_\_\_\_\_
3. I am not aware of any conflict, circumstance, or reason that renders me unable to serve as the parenting coordinator in this matter and I will immediately inform the court and the parties if such arises.
4. I understand my role, responsibility, and authority under the Order Referring Parents to Parenting Coordinator, Florida Family Law Rules of Procedure Form 12.996(a) and section 61.125, Florida Statutes.

*I hereby affirm the truth of the statements in this acceptance and understand that if I make any false representations in this acceptance, I am subject to sanctions by the Court.*

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Printed Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Professional License # (if applicable) \_\_\_\_\_

Professional Certification # (if applicable) \_\_\_\_\_

Copies to: Attorney for Parent #1 OR Parent #1 if not represented by Counsel  
Attorney for Parent #2 OR Parent #2 if not represented by Counsel

IF A NONLAWYER HELPED YOU FILL OUT THIS FORM, HE/SHE MUST FILL IN THE BLANKS BELOW:

[fill in all blanks]

I, {full legal name and trade name of nonlawyer} \_\_\_\_\_,

a nonlawyer, whose address is *{street}* \_\_\_\_\_, *{city}* \_\_\_\_\_, *{state}*  
\_\_\_\_\_, *{phone}* \_\_\_\_\_, helped *{name}* \_\_\_\_\_, who is the petitioner, fill out this form.