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Protocols for Videoconference Mediations

Accord ADR Group is conducting all upcoming mediations, as scheduled, remotely, by *Zoom™ Videoconferencing* **until further notice.** That way neither you, your clients, nor your decision-makers need to appear in person. You do not need to be with your clients or client representatives - you and your clients may log in to the mediation from separate locations.

Zoom provides virtual "in-person" attendance at a mediation, <u>from any location, via smartphone, tablet, laptop, or webcam-equipped desktop computer.</u> It is a simple, reliable way to gather people together. We have had good success with it, and participants have found it to be very effective, even in difficult mediations.

Prior to your mediation date, we will send you a secure Zoom meeting link. We can send this link to any party, counsel, insurer, or other attendees upon request. You will also be able to forward the email, with the link, to your clients and decision-makers.

Attendance is as simple as clicking that secure Zoom link we supply. No subscription or membership is required, and we do not charge extra for this service.

The tool allows the mediator to control the process by having parties participate either jointly, in group sessions, or separately, in confidential "breakout rooms". In these "breakout rooms", the mediator can speak with one party and their attorney confidentially and separately from other parties, just as we would do in an "in-person" mediation.

For more information and updates, please visit our <u>News & FAQ</u> page on our website. Accord ADR Group is conducting "business as usual," whether in person or remotely.

Thank you, and please contact us with any questions or clarifications.