

## WORKERS' COMPENSATION JUDGES' MEDIATION PROCEDURES

**NAME:** Bruce K. Doman

**OFFICE:** Allentown

**DISTRICT:** Eastern

**1. Please list the offices at which you will mediate a claim.**

Allentown.

**2. Are you willing to mediate claims that are assigned to you for hearing and decision?**

Yes.

**3. Are you willing to mediate claims in which one or both parties are not represented by counsel?**

No.

**4. Do you require the parties to execute an agreement to mediate? If so, please describe briefly the matters addressed by the agreement.**

No.

**5. How much time do you typically allow for a mediation session?**

Three to eight hours.

**6. Do you require the parties to submit a pre-mediation memorandum? If so:**

Yes.

- **What information must be contained in the memorandum?**

Strengths and weakness of your case and your opponent's case, settlement discussions to date, and settlement authority.

- **What documents, if any, must accompany the memorandum?**

None.

- **How far in advance of the mediation must the parties submit the memorandum and accompanying documents?**

48 hours.

**7. Do you conduct a pre-mediation conference? If so, please describe what takes place at that conference.**

No.

**8. Do you require all participants (claimant, adjustor/employer representative, counsel) to attend the mediation personally? Under what circumstances do you permit a participant to attend by telephone?**

The claimant must be present. All others may attend, but must be available by telephone.

**9. Once you receive a mediation request, what is the usual amount of time elapsed until the mediation takes place?**

1 to 4 weeks.

**10. Describe generally how you conduct a mediation session.**

- **Describe each step of the process.**

It varies depending upon the circumstances of the case.

- **Indicate whether you use a facilitative (i.e., helping the parties to communicate and generate their own solutions), evaluative (i.e., discussing the strengths and weaknesses of each party's case and/or offering an opinion as to the settlement value), or mixed approach.**

It varies depending upon the circumstances of the case.

**11. Are you willing to conduct more than one session per claim?**

Yes, if necessary.

**12. Is there anything else the parties should know or do in advance of the mediation?**

No.