

PARENTING COORDINATION INTAKE FORM

(Please Note: Use extra sheets of paper if necessary. Label each response for example, "I-A.")

Case Name: _____ Case Number: _____

Name: _____ Email: _____

Cell Phone: _____ Home Phone: _____ Work Phone: _____

Address: _____

Best time & method to contact you? _____

Are you currently represented by an attorney? If so, who? _____

Is there a current or previous Guardian *ad Litem* appointed? If so, who? _____

List each child in chronological order with oldest child first (A Lifestyle and Development page is included at the end of this packet. Please complete a separate page for each child.):

Name	Age	Date of Birth

SECTION I: THE SEPARATION – AND BEYOND

- A. Who initiated the divorce/separation? me other parent mutual decision
- B. Dates of relationship: _____
- C. How did your relationship end? _____
- _____
- _____
- _____

SECTION II: TIME SHARING AND PARENTAL RESPONSIBILITY

A. What is your *legal* custody arrangement? _____ shared _____ legal custody with me
_____ legal custody with the other parent ____ other _____

B. When did this arrangement become a Court Order? _____

C. Describe actual parenting time being exercised and relevant living arrangements:

D. How have the schedule and living arrangements changed as the child(ren) grew older?
Was it because *his/her/their* needs, *your* needs, or *the other parent's* needs changed? Please
explain:

E. What issues, events, or situations cause(d) problems when you and your ex share
parenting responsibilities?

- | | |
|---|--|
| _____ division of expenses | _____ putting child(ren)'s need first |
| _____ pickup/drop-off time | _____ making decisions about school |
| _____ different standards/values | _____ phone contact with child(ren) |
| _____ discipline | _____ buying gifts for child(ren) |
| _____ curfew | _____ vacation time |
| _____ school performance | _____ step-parent or new partner |
| _____ last minute changes in schedule | _____ wanting more flexibility |
| _____ different ideas about health | _____ wanting more structure |
| _____ in-laws/grandparents | _____ attendance at school functions |
| _____ other parent's personal habits (e.g., | _____ activities in which the other parent |
| drinking, cursing) | involves the child(ren) |
| _____ religious differences | _____ division of parenting time |
| _____ things that bothered you when you | crisis management (e.g., the |
| were married | child(ren) has/have a problem) |
| _____ primary residence | _____ the other parent's dating habits |
| _____ other: _____ | _____ other: _____ |

Explain your selections and make any additional comments here. Please note whether the difficulty still exists and include any problem areas not cited above. _____

E. Please rate your current relationship with the other parent:

Hostile/Frightening	Bitter/Angry	Distant/Cold	Polite/Respectful	Friendly/Supportive

Explain: _____

F. I respect the mother/father of my child(ren) as a parent :

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

G. If I don't agree with the other parent's approach to child rearing, I can accept that we are different and still support him/her:

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

H. I restrain myself from talking badly about the other parent in front of our child(ren):

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

I. I believe the other parent restrains him or herself from speaking badly about me in front of the child(ren):

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

J. I discuss with the other parent issues which are relevant to our child(ren) (i.e. medical, educational, extracurricular activities, sports activities, family events, awards, etc.):

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

K. The other parent is willing to discuss with me any issues which are relevant to the child(ren):

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

L. I think it is important for our child(ren) to maintain regular contact with the other parent and his/her family (i.e grandparents) no matter what I think of them:

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

M. I believe the other parent feels it is important for our child(ren) to maintain regular contact with me and my extended family no matter what she/he thinks of us.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

SECTION III: WORKING AS A COPARENT

For each of the following statements: rate yourself by indicating frequency of occurrence, and explain. If appropriate, describe how your attitude has affected your child(ren). Use additional pieces of paper, if necessary. (Remember to label your comments “III-A,” “III-B,” etc.)

A. Even when the other parent and I disagree on a personal level I am able to put aside our differences to deal with the child(ren).

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

B. I believe it is important for our child(ren) to have a quality relationship with the other parent .

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

C. When it comes to child-related events, the other parent and I can attend jointly.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

D. If I don’t agree with the other parent’s standards or approach to child rearing, I can accept that we’re different.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

E. I communicate with the other parent about what happens when the child(ren) is/are with me.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

F. Even when the other parent and I have conflict on a personal level I am able and willing to put this aside to deal with the child(ren)'s needs.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

G. When individuals parent together, they typically implement some type of "division of labor." Since our separation, I am willing and able to take on or share *different* responsibilities.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

H. I restrain myself from talking badly about the other parent in front of our child(ren).

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

I. I ask our child(ren) to convey messages if I have something to communicate to the other parent.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

J. No matter what I think of the other parent, I know it's important that he/she is in our child(ren)'s life.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

K. I think it's important for our child(ren) to maintain contact with grandparents and extended families of *both* parents.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

L. I believe our child(ren) benefit from stability, consistency and predictability.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

M. I am willing and able to be flexible with the terms of our Shared Parenting Plan or custody entry.

Never	Rarely	Sometimes	Usually	Always	Almost Always

Explain: _____

SECTION IV: THE PARENTING COORDINATION PROCESS

A. Have your child(ren) been affected by continuing conflict between their parents? If so, how?

B. Have your child(ren) been affected by poor communication between their parents? If so, how? _____

C. Have your child(ren) been affected by their parents' inability to reach joint decisions? If so, how? _____

D. What do you hope to gain from the Parenting Coordination process? _____

E. How can a Parenting Coordinator be most helpful to you? _____

THIS QUESTIONNAIRE WILL BE USED AS A GUIDELINE FOR ORGANIZING THE WORK WITH YOUR PARENTING COORDINATOR.

SECTION V: CHILD’S LIFESTYLE AND DEVELOPMENT

(Please answer for each child separately. Attach additional sheets as necessary. Releases may be requested, which would allow the PC access to educational, health, and other relevant persons and records.)

Child’s Name: _____ Date of Birth: _____

A. Educational Information (last three academic years):

Academic Year	Grade	School	Teacher	Special Educational Needs (i.e., IEP)
2015-2016				
2014-2015				
2013-2014				

B. Extracurricular Information:

Activity	Organization	Date(s) of Participation	Coach/Leader	Typical Schedule of Involvement

C. Health Information:

Type of Provider	Name	Address	Phone	Last Visit	Conditions treated
Doctor					
Dentist					
Counselor					
Specialist					
Specialist					

D. Describe your child and any particular coparenting challenges directly affecting him/her:

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