



**CONSTRUCTION DISPUTE RESOLUTION SERVICES, LLC**  
**Specializing in Mediation & Arbitration**

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## **INDEPENDENT CONTRACTOR GENERAL INFORMATION**

### **CDRS APPLICATION PROCEDURES**

There are six documents located in this IC section of the CDRS website:

1. Independent Contractor Questionnaire
2. Construction Knowledge Questionnaire
3. Independent Contractor Agreement
4. Schedule "A" CDRS Fees and Costs
5. IC ADR Fee Schedule
6. Green Panel Questionnaire

Documents 1 – 5 must be completed and forwarded to CDRS. The Green Panel Questionnaire should be completed only by those individuals who have a specific expertise related to Green Building or Remodeling. The CDRS "Credentials Division" conducts a background review of each IC Applicant. It usually only takes a few days to complete the review, however, it may take up to two weeks if there is any difficulty in verifying the information submitted or if there are an unusually large number of IC Applicants. If you can submit photocopies of any certificates or transcripts of the completion of any educational, training or certification programs, it should speed up the review process. Most of the IC applications that are rejected are due to the lack of hands-on construction experience, the lack of construction law expertise or the lack of construction ADR experience.

### **GENERAL INFORMATION**

1. CDRS does not require exclusivity. ICs are free to remain a panel member of any other ADR providers including their own firms.
2. There are no fees to join the *CDRS National or International Panel of Construction ADR Specialists*.
3. CDRS does not charge any yearly fees to remain a member of any of the CDRS Panels.
4. CDRS does not require any continuing education (CEU) courses to remain on any of the CDRS Panels.
5. CDRS will close off any geographic area when we feel that there are sufficient ADR Specialists to adequately cover that area. CDRS wants to make sure that each of our ADR Specialists receives an adequate number of ADR cases each year so that they appreciate that they are members of the various CDRS Panels. CDRS reserves the right to add ADR Specialists in any closed geographic area if an ADR Specialist has a special expertise that will enhance the professionalism and expertise of its Panels.
6. Because of the possibility of challenges and potential litigation, CDRS provides professional liability insurance for each IC while serving as a CDRS ADR Specialist on any of the CDRS cases that are conducted within the United States. To lessen the chances of challenges and litigation, CDRS requires all ICs who wish to serve as arbitrators or Members of Dispute Review Boards or Construction Settlement Panels to attend the required CDRS Arbitration and/or DRB Training Courses within one year of joining CDRS. These are one-time courses. Refresher courses are not required.