

mediator

**Northern Virginia Mediation Service**  
**Parenting Plans & Child Support Checklist**

The following issues should be raised with the parties and dealt with as appropriate.

**Parenting Plans**

1. What will the living arrangements be for weekdays & week ends?
2. How will holidays and special days be handled?
3. How will vacation periods be arranged?
4. What will happen during school spring vacations?
  - a. With regard to each parent, the child(ren) and the regular schedule?
5. How will parents' vacations without the child(ren) work?
6. Will there be notice of vacation plans
7. How will health care decisions be made and by whom
8. How will education decisions be made and by whom
9. How will after-school lessons and activities be scheduled and paid for?
10. Will there be religious or spiritual training or attendance?
11. Are arrangements needed concerning grandparents or other extended family relationships?
12. What specific guidelines are needed for communications?
  - a. Parent/parent telephone calls
  - b. Parent/child telephone calls
  - c. Other communication issues
13. Have the parents included the required notice provision for parent moves?
14. What are the responsibilities of each parent towards the other parent
15. How will transportation be arranged
16. How will disagreements regarding the parenting plan be settled?
17. How will one-time or minor changes with the agreement be handled?
18. Have the parents had their parenting arrangements reviewed by counsel and others affected by the agreement, such as new spouses?

**Child Support & Child Related Expenses**

1. Child support - Law and forms are on the NVMS web site (go to resources)
2. Special arrangements for exceptional expenses
3. Health insurance and non-insured special health care expenses
4. Non-reimbursed health care expenses
5. Expenses for child enrichment, lessons, sports and activities
6. Life insurance
7. Periodic review of child support amounts
8. How will the parents allocate the IRS child dependency exemption?
9. What are the details of how child support will be paid and collected?
10. What are the reasons for any deviations from child support and what is the code citation for the deviation?