(a) Appointment of mediator. When the Committee has received the request and agreement to mediate fee dispute signed by all of the parties, together with the \$10 fee, the chair or his designee shall appoint a mediator from the Committee's list of trained fee dispute mediators. The mediator shall schedule the mediation session(s) with the parties.

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(b) Mediator to be impartial. The mediator shall be impartial. Before accepting a mediation, the mediator shall make a reasonable inquiry to determine whether there are any known facts or potential conflicts of interest that a reasonable person would consider likely to affect the impartiality of the mediator, including a financial or personal interest in the outcome of the mediation and an existing or past relationship with a mediation party, and disclose such fact and potential conflicts to the parties to the Committee. Upon notification of a conflict, the Committee shall appoint a replacement mediator from the list of approved mediators.