

VOLUNTEER SERVICES

ANIMAL THERAPY PROGRAM

Report To: Volunteer Services

1. Participation in the Animal Therapy Program requires compliance with the following criteria:
 - a. For a scheduled visit, the volunteer/handler must report to the Volunteer Services Office to:
 - i. Pick up a visitor's badge
 - ii. Verify necessary paperwork is current
 - iii. Sign in
 - b. Facility Guidelines:
 - i. A copy of current annual health records will be kept in Volunteer Services. All records will be updated annually.
 - ii. Handlers/dogs or cats will be members of Therapy Dog International, the Delta Society, or an equivalent that provides liability insurance coverage of the handler/dogs or cats as a benefit or membership. Proof of membership is required.
 - iii. Any dog or cat bite must be reported to the Regional Institutional Personnel Health Unit. Additionally, Safety Services must be notified.
 1. Volunteer/Handler will ensure an occurrence report is completed if necessary. The Volunteer Office can assist in completion of the form if needed.
 - c. Dog or Cat Guidelines:
 - i. Complete a veterinary screening with written proof of vaccinations which must be dated and performed annually.
 - ii. Must have proof of current rabies vaccination and fecal exam with a copy provided to Volunteer Services.
 - iii. Must be accompanied by an experienced/certified handler. The dogs or cats must remain within the control of the handler who brought the animal to TTUHSC EP.
 - iv. Must be clean and well-groomed to visit the facility. The nails must be short and filed to prevent rough edges. The dog or cat must be neatly groomed and free of all external parasites.
 - v. Must wear a collar, leash and therapy ID during the visit. Small animals may be kept in a carrier.
 - vi. Must be housebroken.

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- vii. May not participate while in season (female).
 - viii. May not participate if the dog or cat has an illness which may be transmittable to people or other animals.
- d. Handler/Volunteer Guidelines:
- i. Must be approved as a volunteer and complete volunteer orientation (unless handler is a current HSC employee).
 - ii. Provide proof of therapy certification.
 - iii. May provide treats for the dog or cat if needed (treats will not be shared with any individual).
 - iv. May not participate if he/she has an illness which may be transmittable to people or other animals.
 - v. Must wear ID badge.
- e. Post Visit Procedures:
- i. All visitors, staff, and patients interacting with the animal should wash hands and/or use an alcohol hand gel after contact.
 - ii. Trainers will be responsible for taking care of any elimination mishaps the animal has while on TTUHSC EP property, inside or outside. If an accident occurs inside the TTUHSC EP/TTPMP, Safety Services must be notified.
- f. Visitation Guidelines/Restrictions:
- i. The handler should check with the head nurse/administrator prior to being in a clinic area.
 - ii. Be sensitive to potential patient or staff allergies to animals.
 - iii. Animals are not allowed to visit if the patient is immunocompromised, even though the patient is not on isolation or protective precautions.
2. Any animal other than a dog or cat must be approved by the Executive Leadership of the Medical Practice Income Plan before the animal is in the animal therapy program.