

Aggieland Pets with a Purpose



Prospective Member Handbook

Mission Statement:

Aggieland Pets With A Purpose is a non-profit volunteer organization dedicated to enriching the lives of Brazos Valley area residents by enhancing their physical, social and emotional well-being with the unconditional love of our pets. APWAP provides volunteers and evaluated and trained animals for educational, rehabilitative, and emotional assistance purposes.

Aggieland Pets With A Purpose
PO Box 10941
College Station, TX 77842
Information@apwap.org



Dear Prospective APWAP member,

Thank you for your interest in Aggieland Pets With A Purpose. We are excited about the possibility of your participation in our organization! Prior to your joining, we want you to be fully informed and aware of the services we provide to our community and the commitment we ask of our members.

Following are several forms and sheets of information about APWAP. Please read through this information so that you are fully aware of our membership and visitation requirements. In our membership requirements it states that you are required to visit once every three months, but we ask each of our members to make a commitment of visiting a facility regularly at least once a month.

Prior to testing your animal, or joining as an associate member without an animal, we require that you visit two of our facilities with other APWAP members. This is to allow you to meet other members and see what is required in being a member of APWAP and to make sure we are an organization that you would like to join. A liability and pre-testing form are enclosed that you must take with you to your visits, they must be completed before you can attend the temperament test. All facilities and times we visit are listed on our website at www.apwap.org.

Thank you again for your interest in Aggieland Pets with A Purpose. If you have any further questions, please feel free to contact us. We look forward to seeing you soon!

Sincerely,
APWAP Team

President@apwap.org
VP@apwap.org
Secretary@apwap.org
Treasurer@apwap.org

Will my pet be able to join APWAP?

In order to participate, your pet must:

- Be at least one year old
- Enjoy and seek interaction with people, yet be polite enough to give people their space
- Be generally non-aggressive towards people and other animals
- Tolerate accidental pulling of fur, ears, tail
- Not be too startled by sudden loud noises
- Know basic obedience commands
- Be bathed and thoroughly brushed within 24 hrs. prior to each visit
- Follow the vaccination and veterinary care guidelines required by APWAP
- Pass the APWAP Team Temperament Test

TEMPERAMENT TESTING:

Temperament testing is done at least once each quarter. All persons wanting to test an animal must first complete two visits without their animal. The dates of the temperament tests are listed on our website under the calendar section. Dates are subject to change.

There are two levels of passing the temperament test.

VISITATION: Animals that pass for visitation may only visit facilities that are indicated as such. These are facilities where the volunteer and his/her animal visit individuals or groups without specific goals set for the patients or residents. The animals are there to encourage and cheer up those they are visiting. This is a very important part of animal-assisted therapy.

THERAPY: Animals that pass for therapy may visit all facilities (including visitation). These animals have a higher level of qualification and are used to help patients work towards and achieve specific goals in physical, occupational, and speech therapy.

****** Passing the temperament test at the therapy level does not require that the animal serve as a therapy animal. The owner still has the choice for whether the animal will serve

in therapy or visitation.

Guidelines for APWAP Team Animals

Canine Vaccination Requirements:

- ✓ Rabies - annually/triennially
- ✓ Bordetella - every six months
- ✓ DHPP (without leptospirosis) - annually or triennially as determined by your veterinarian
- ✓ Leptospirosis (or titer) - annually
- ✓ Corona - as determined by your veterinarian

Feline Vaccination Requirements:

- ✓ Rabies - annually/triennially
- ✓ FVRCP- annually/triennially
- ✓ FeLV- annually or triennially as determined by your veterinarian
- ✓ FIP Test - annually

- ⇒ All animals must have a **yearly physical** and veterinary screening that includes a **stool sample and heartworm test**. It is the volunteer's responsibility to make sure this is completed and turned in at the beginning of each year.
- ⇒ You must accept full responsibility for your animal's actions and must be in **complete control of the animal** at all times.
- ⇒ All animals must **remain on a leash** at all times when in a facility. Exceptions only apply when retrieving during therapy, doing tricks, dancing routines, etc.
- ⇒ No animals are allowed to visit until they have **passed the APWAP temperament test**.
- ⇒ All dogs and cats must be at least **1 year of age**.
- ⇒ Females may **not** visit while in **heat**.
- ⇒ If there are any **open wounds**, sores, hot spots, or scabs not fully healed on your animal, you must cancel and **re-schedule your visit**.
- ⇒ Dogs must be **bathed within 24 hours prior to visiting**. This includes checking eyes, ears, breath, and nails. All long-haired dogs must be brushed immediately prior to visiting.
- ⇒ **All nails must be trimmed and filed**.
- ⇒ All animals must be **free of fleas/ticks** prior to all visits.

Guidelines for APWAP Team Animals, continued

- ⇒ After **any major event** in an animal's life (i.e. whelping, surgery, accident, etc.) they must be **re-tested** prior to any therapy or visits.
- ⇒ Members must wear **proper identification** recognizing them as an APWAP Team member.
- ⇒ Volunteer teams must **follow all hospital/therapy setting protocols**.
- ⇒ **Recognize stress** in your animal and remove them from the situation. Remember, you are your animal's advocate.
- ⇒ While visiting in a hospital, good **hand washing** techniques must be observed by the volunteer following each patient visit.
- ⇒ If there is any **aggressive behavior** (or perceived aggressive behavior) shown by your pet during the visit (including growling, snapping, biting), or any scratches or other perceived accidents, you must leave the facility after informing the group and facility. The volunteer is also required to report this information on an **incident or accident report form** and provide this to the APWAP team within 24 hours. If not completed, disciplinary action may be taken.
- ⇒ The volunteer is responsible for **clean up** after their animal and notify environmental services at the facility **if the animal defecates, urinates or vomits on the floor**. The volunteer is also required to report this information on an **incident or accident report form** and provide this to the APWAP team within 24 hours. If not completed, disciplinary action may be taken.
- ⇒ **Do not visit** if your animal is ill.
- ⇒ At the conclusion of each visit, the volunteer is responsible for **documenting completed or uncompleted visits**.

APWAP – Membership and Dues:

ASSOCIATE MEMBERSHIP:

An associate member does not necessarily have a pet. They may volunteer their time at events, or give support to another volunteer team by going on a visit together.

An initial fee will be charged of \$25.00/year. Annual renewal fees will be \$10.00/year. These dues include:

- ID badge
- Polo shirt with logo for member
- Volunteer Liability/Accident insurance

FULL MEMBERSHIP:

A full member is someone who has passed the temperament test with his or her animal. All members will pay an initial fee of \$50.00 for the first animal and \$10.00 for each additional animal. Annual renewal fees will be \$20.00. These dues include:

- Photo ID badge
- Polo shirt with logo for member
- Martingale collar
- 4-foot lead
- Volunteer Liability/Accident insurance

STUDENT MEMBERSHIP:

Student memberships are available to college students at $\frac{1}{2}$ the cost of a full or associate membership with proof of full time enrollment.

- All members are requested and strongly encouraged to attend our quarterly meetings. These meetings take place the 2nd Monday of the month in January, April, July and October.
- All members must visit with their pet at least every three months to maintain active membership in APWAP. If an animal has not visited in that time frame, the animal must be re-tested by the temperament evaluator and a \$10.00 re-instatement fee will be charged. All associate members must also visit once every three months and must pay a \$5.00 re-instatement fee to reactivate their membership.
- All members are required to visit in an APWAP approved facility
- All new members are required to have an officer or approved member visit with them on their first 3 visits for observation. This is for the safety of the volunteer team as well as the facility residents.
- All members must agree to only visit with their pets that have been tested and approved by the APWAP Team, and supplied all necessary paperwork.



Aggieland Pets With A Purpose

PRE-TESTING VISITATION REQUIREMENTS

All people wishing to become members of Aggieland Pets With A Purpose (APWAP) are required to visit 2 APWAP approved facilities within a 3 month period without their animal, prior to testing their animals or joining the organization. The visits must be made during the times APWAP is scheduled to visit the facility.

Please make sure you have scheduled your visit with APWAP Vice-President, prior to your visitation. (vp@apwap.org)

The following must be completed and brought with you to temperament testing.

Date visited: _____

Facility: _____

APWAP Member Signature: _____

12

Date visited: _____

Facility: _____

APWAP Member Signature: _____

Name of Prospective Volunteer:



Aggieland Pets With A Purpose

Temperament Testing Responsibilities and Requirements:

- There is a \$5.00 fee for the temperament test. If your animal passes, this is applied towards your annual dues.
- Have dog bathed and groomed within 24 hours of test.
- All dogs must be on a leash and cannot be carried.
- No pinch collars or chain collars are allowed, collars must be martingale or buckle collar. A head collar or Halti is allowed, but any other type of collar (as listed above) must be removed. The head collar must be removed for certain portions of the test.

Please bring a copy of the following with you for our files:

- Copy of current rabies certificate
- Copy of current vaccinations
- Copy of completed pre-testing visitation form
- Copy of liability release form

* The Bordatella vaccination is required every six months. If you do not have a current bordatella vaccination, you will still be able to test your animal, but one will be required prior to your animal's first APWAP visit.



AGGIELAND PETS WITH A PURPOSE

LIABILITY RELEASE FORM

All prospective members of Aggieland Pets With A Purpose (APWAP) must complete and sign this form.

I acknowledge that despite the careful and thorough screening of all animals prior to their acceptance into APWAP, animal behavior is inherently unpredictable. Therefore, I do hereby release APWAP from any and all liability or responsibility due to any injury or loss that either I or my pet(s) may incur as the result of, or arising in any way from, my participation in any APWAP sanctioned visit to a visitation site or other function in promotion of APWAP.

Signed: _____ Date: _____

Name: _____

Phone: _____ E-Mail: _____

All people under the age of 18 who will be attending with an APWAP volunteer must have this form signed by their parent or guardian.

I am a parent or legal guardian of _____, who is currently under the age of 18. I acknowledge that despite the careful and thorough screening of all animals prior to their acceptance into APWAP, animal behavior is inherently unpredictable. Therefore, I do hereby release APWAP from any and all liability or responsibility due to any injury or loss that either I, my child, or my pet(s) may incur as the result of, or arising in any way from, our participation in any APWAP sanctioned visit to a visitation site or other function in promotion of APWAP.

Signed: _____ Date: _____

Name: _____