

Orientation Form

Your team includes a Professionally Credentialed Therapist or NARHA Instructor, a Professional Horse Handler, and a Therapy Horse. A third person who will act as a personal assistant for the client (for safety, transferring, or positioning) is required to be provided by each client. Your personal assistant must be 14 years of age or older, be capable of exercising for an hour, follow instructors/ therapists verbal directives, follow written rules, and sign our release and rules forms. For everyone's safety, all children, including siblings, must be under control and supervised by a responsible individual (someone other than the person assisting with the client's therapy) and in appropriate waiting areas at all times.

Equestrian helmets are used during all sessions and will be provided if you do not have your own. Please dress for the barn, including wearing appropriate footwear (riding boots for those in riding lessons) and long pants.

Please note your reserved treatment time and park by the barn. Do not come to the barn if you are not scheduled for a session. If you arrive early, please wait in the designated waiting areas listed below. All other areas are **OFF LIMITS** to program participants unless attended by your therapist or instructor.

Designated waiting areas:

- Waterloo Hunt Club – Please park in the shade and wait in your car.
- Triple C Riding Arena – Please wait in your car OR by the gait at the FRONT of indoor arena.
- Morgan Valley Farm – Please wait in the observation room.

Therapy occurs in a natural environment, thus for your comfort and for the well being of our horses, we abide by the following inclement weather policy: Therapy and riding sessions will be cancelled during high winds, thunderstorms, snow storms and when temperatures are below 20° or above 90°. All involved in the program are encouraged **not** to attend in unsafe weather conditions and a phone call indicating your absence should be made to the therapists voice mail **(517) 914-0800**. A 24-hour notice is required for all other session cancellations. Cancellations without notice are charged the normal session fee and may result in the loss of your scheduled treatment time. Cancellations with less than 24-hour notice results in a \$25 charge payable for the treatment time slot that was reserved for the session.

In the event of any emergency, your therapist or instructor will be in charge. Please note our designated emergency evacuation areas*:

FIRE: Gather and wait in the **Parking Lot**

THUNDERSTORMS: Gather and wait in **Designated Waiting Areas** listed above.

TORNADO: Evacuate to the **Barn Stairwells or Feed room at Morgan Valley Farm; Bathroom at Waterloo Hunt or Triple C OR if there is time to the House Basement.**

*IF you choose to leave the facility during an emergency evacuation, you are required to inform your therapist or instructor **BEFORE** leaving.

Emergency telephone numbers and directions to each barn are located as follows: Waterloo Hunt – house or cell phone with barn directions inside horse barn entry to right; Triple C – therapist/instructor cell phone in car; Morgan Valley – in observation room. To prevent emergencies from occurring, everyone must follow the Basic Rules. Those not adhering to these rules and policies will be asked to leave the facility.