

## **Checklist for Therapy Animals Program Project**

Here is a comprehensive checklist for setting up a Therapy Animals Program Project:

### **### Initial Planning**

- **\*\*Define Objectives\*\***
  - Identify the goals and benefits of the therapy animal program.
  - Determine the target population (e.g., hospitals, nursing homes, schools).
- **\*\*Research and Regulations\*\***
  - Investigate local, state, and federal regulations regarding therapy animals.
  - Review guidelines from organizations like Pet Partners, Therapy Dogs International, or the American Kennel Club (AKC).
- **\*\*Stakeholder Engagement\*\***
  - Identify and reach out to potential stakeholders (e.g., healthcare facilities, schools, animal shelters).
  - Gather input and secure commitments from participating organizations.

### **### Program Design**

- **\*\*Develop Policies and Procedures\*\***
  - Create guidelines for animal selection, training, and certification.
  - Establish safety and hygiene protocols.
  - Define volunteer roles and responsibilities.
- **\*\*Animal Selection Criteria\*\***
  - Determine the types of animals suitable for the program (e.g., dogs, cats, rabbits).
  - Set behavioral and health criteria for therapy animals.
- **\*\*Training Programs\*\***
  - Design training programs for animals and handlers.
  - Identify qualified trainers and establish training schedules.

### **### Recruitment**

- **\*\*Recruit Volunteers and Animals\*\***
  - Launch a recruitment campaign for volunteer handlers and animals.
  - Partner with animal shelters, breeders, and veterinarians for animal candidates.
- **\*\*Screening Process\*\***
  - Develop an application and screening process for volunteers and animals.
  - Conduct interviews, background checks, and health screenings.

### **### Implementation**

- **Partnership Agreements**
  - Draft and sign agreements with participating facilities and volunteers.
- **Schedule Visits**
  - Create a schedule for regular visits to partner facilities.
  - Ensure flexibility to accommodate the needs of the facilities and volunteers.
- **Orientation and Training**
  - Conduct orientation sessions for volunteers.
  - Provide ongoing training and support for both handlers and animals.

### **### Logistics**

- **Supplies and Equipment**
  - Procure necessary supplies (e.g., leashes, vests, first aid kits).
  - Ensure transportation arrangements for animals and handlers.
- **Insurance and Liability**
  - Obtain insurance coverage for the program.
  - Clarify liability issues and ensure all participants are aware of the policies.

### **### Monitoring and Evaluation**

- **Data Collection**
  - Develop methods for collecting data on the program's impact.
  - Gather feedback from facility staff, volunteers, and program participants.
- **Program Evaluation**
  - Regularly assess the program's effectiveness.
  - Make adjustments based on feedback and evaluation results.
- **Recognition and Rewards**
  - Recognize and reward volunteers and animals for their contributions.
  - Celebrate milestones and successes within the program.

### **### Outreach and Promotion**

- **Marketing and Awareness**
  - Create promotional materials (e.g., brochures, websites, social media).
  - Publicize the program through local media and community events.
- **Community Engagement**
  - Build relationships with community organizations and potential sponsors.

- Encourage community involvement and support for the program.

### **### Sustainability**

#### **- \*\*Funding and Grants\*\***

- Identify funding sources and apply for grants.
- Develop fundraising strategies and campaigns.

#### **- \*\*Continuous Improvement\*\***

- Implement a system for continuous feedback and improvement.
- Stay updated on best practices and new developments in animal therapy.

This checklist can be tailored to fit the specific needs and scope of your Therapy Animals Program Project.