

NARHA Therapeutic Driving Workshop and Certification Process

PHASE ONE

Initial Eligibility: 21 years old, complete NARHA driving workshop (either hands on or demonstration only up to two years prior to certification, 200 hours (for Level I) driving more than one single hitch horse/pony, 2 driving clinics OR 6 hours of private driving instruction OR a variety of sanctioned competitions. For more information, review list of approved sanctioned competition, Level II requirements and recommended reading.

Driving Certification Candidate meets initial eligibility requirements.

Become NARHA Member (If not a NARHA Member)

Maintain/Obtain Adult/Child CPR/First Aid
(Online courses not accepted)

Take NARHA Online Center Accreditation Training Course (CAT) (\$10 fee). Exam score needs to be 92% or better..

Document 25 hours working with people with disabilities. (Only applicable to candidates who are **NOT** NARHA Certified Therapeutic Riding Instructors. If these are driving hours, they must be under direct supervision of a NARHA Certified Driving Instructor.)

Complete NARHA Driving Instructor Open Book Exam. Exam is 92% or better.

OR

Exam is less than 92%

Contact NARHA Office to re-take NARHA Driving Instructor open book exam.
(\$25 re-take fee for exam re-take.)

Exam re-take is 92% or better.

Document 25 hours of teaching driving to students without disabilities.

Proceed to Phase Two

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PHASE TWO

Go to NARHA education calendar to determine certification host site dates and locations and register for certification 60 days in advance. Complete certification application and send fee.

Download Driving Instructor certification materials from www.narha.org. Complete self-assessment for certification readiness relative to desired certification level.

All forms to the host site two weeks prior to the certification course or as determined by the host site.

Attend certification and pass Section 1-5 Tests.
(Turn in completed lesson plan at start of the certification course.)

Does not pass Section One Test at certification course.

Does not pass Sections 2-5 at certification course.

Receive NARHA letter confirming certification completion!
Congratulations you are a NARHA Certified Driving Instructor!

Forms to be sent to host site

(Keep one copy of everything.)

1. Copy of NARHA **Membership card**
2. Copy of Adult and Child **CPR/First Aid card** (front and back)
3. **Driving Resume**
4. **Personal Reference**
5. **Professional Reference**
6. **Documentation of 25 driving teaching hours** for students **without disabilities** within two years of application for certification date.
7. **Documentation of working with people with disabilities.** (For candidates who are **NOT NARHA certified riding instructors.**)
8. **Self-Evaluation Form**
9. **Emergency Medical Release Form**
10. **NARHA Liability Release Form**
11. **NARHA Photo Release Form**

Contact NARHA Office to re-take Section One Test.

Contact NARHA to re-start Phase Two.