



PATH INTERNATIONAL

Professional Association of Therapeutic
Horsemanship International

*Ensuring excellence and changing lives
through equine-assisted activities and therapies*

PATH Intl. Equine Specialist Mental Health and Learning Workshop and Practical Horsemanship Skills Exam

Preliminary Host Application Packet



**Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test
Intent to Host Packet**

Dear PATH Intl. Center,

Thank you for your interest in the Professional Association of Therapeutic Horsemanship International (PATH Intl.) Equine Specialist in Mental Health and Learning (ESMHL) Workshop and practical horsemanship skills test. Following is the preliminary information packet concerning the process and requirements. Please review the information, and feel free to call if you have any questions regarding the process.

If you decide that you meet the requirements and would like to host an Equine Specialist in Mental Health and Learning (ESMHL) Workshop and test, please follow the directions and complete the Preliminary Host Application Form included with this packet. This form should be returned to the PATH Intl. office. Please keep this packet for use at a later date if you get approved to host an Equine Specialist in Mental Health and Learning (ESMHL) Workshop, as this information will be valuable to you before, during and after the workshop!

Upon receipt of your Preliminary Host Application Form, the PATH Intl. office will send the second packet of materials and information if your host site is approved to host. Completion of this form does not guarantee that your site will be chosen and does not confirm your site or dates.

**GOOD LUCK & THANK YOU FOR HELPING MAKE
PATH INTL. STRONG!!!**



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test PATH Intl. ES Workshop Materials Review

Preliminary Host Application Packet

The Preliminary Host Application Packet includes the following items (enclosed herein):

- ▶ Host Site Process
- ▶ Budget Information
- ▶ Policies and Procedures
- ▶ Host Site Requirements
- ▶ Preliminary Host Application
- ▶ Materials Order Form
- ▶ ES workshop application to send to interested candidates
- ▶ Faculty list
- ▶ Example Contract

If you are interested in hosting a Workshop/skills test the designated center contact person must complete and return the Preliminary Host Application Form to PATH Intl.. Upon receipt of the Preliminary Host Application Form, PATH Intl. will send a receipt confirmation via email and inform the host site contact person of the status of your application.

Host Site Final Forms Packet & Workshop Materials Box

Approximately a week before the start of the workshop PATH Intl. will provide the Host Site Final Forms Packet and all workshop materials.

At the conclusion of the Workshop, the Host Site returns unused manuals, check acknowledgement letter, final accounting statement and all completed evaluation forms to the PATH Intl. office.



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test ES Workshop Host Site Process

Pre-Workshop Responsibilities/Process

The Host Site:

1. Receives and reviews copy of the Preliminary Host Application Packet to determine if all requirements can be met to host an Equine Specialist Workshop
(Review Host Site Requirements)
2. Decides to proceed and completes Preliminary Host Application Form and returns it to the PATH Intl. Office.
3. Assesses budgetary requirements and determines if they will be able to provide appropriate lodging for faculty. Faculty can also stay in a nearby hotel. Please review the budget example on page 7. (See host site requirements and benefits for lodging requirements and host site benefit.)
4. Contracts with two PATH Intl. Workshop On-Site Faculty to conduct the Workshop. At least one of the Faculty must be a Mental Health Professional and one faculty must be an Equine Specialist—See the faculty list enclosed in this booklet. Contract will include fees to be paid to PATH Intl. prior to workshop and expenses (i.e. transportation, meals, accommodations, and parking) to be paid directly to Faculty/Evaluators at conclusion of workshop or prior to the workshop. Please see contract form on page 17.
5. Is responsible for advertising and marketing the PATH Intl. ES workshop. Any administrative or schedule details from the Host Site should also be included. It is not appropriate to use the word therapy in your advertising.
6. Works with contracted Faculty/Evaluators to make sure all necessary requirements are in place to ensure a smooth running On-Site Workshop/testing process.
7. Registers workshop and horsemanship skills test participants (maximum 20). Minimum 10 in workshop. Max 24 for skills test. Please speak with your faculty concerning registration numbers as they may be able to work with you on this.
8. Ensures that all paperwork is completely filled out for all Workshop attendees, see application on page 12-14. This application is available online for participants as well. However your center can send a copy to any participant interested in registering. These forms are required for each workshop candidate, your center can add to them as necessary. All requests for accommodation to any portion of the workshop or testing requirements are to be referred to the PATH Intl. office.
9. Ensures all registration dates, refund policies, travel and lodging information, and center rules have been sent to all participants attending the workshop.
10. Completes the Materials Order Form for the Workshop Manuals by deadline date provided by PATH Intl. (30 days prior to the event). Include a check with the order form for materials and Faculty fees. These fees are due to PATH Intl. before materials can be sent. Host Sites should notify the PATH Intl. office of late registrants not included on Materials Order Form prior to the On-Site Workshop and/or horsemanship skills testing.
11. Obtains insurance for the event, call Markel or your appropriate insurance carrier with questions.
12. Sends a copy of all participants' paperwork to the Faculty/Evaluators at least one week in advance of the workshop.
13. Ensures all participants bring a copy of the ESMHL certification booklet to the workshop and skills test.

PATH Intl.:

1. 1. Receives and reviews Preliminary Host Application Form for approval to host. Sends confirmation email to designated host site contact person upon receipt of the application form. Posts the event on the PATH Intl. calendar.
2. Verifies all workshop attendees are PATH Intl. members. Issues checks to PATH Intl. faculty for the workshop.
3. PATH Intl. provides workshop certificates and ES manuals to all workshop attendees.



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test ES Workshop Host Site Process (cont.)

Pre-Workshop Responsibilities/Process

Host Site Advertising Terminology & Descriptions (if applicable)

The following wording can also be used to advertise the workshop in your local area and/or region:

This three-day workshop provides specialized training for equestrians who are interested in equine facilitated mental health and education programs. This workshop is not designed to train educators or mental health professionals how to perform their role in equine facilitated learning or psychotherapy.

Staff:

This workshop will be taught by some of the most experienced people in the field of equine facilitated mental health and learning and will give the participants a chance to see what is current in the field. Each course will be team taught by an Equine Specialist/PATH Intl. Certified Therapeutic Riding Instructor in collaboration with a mental health professional working with several equines.

Focus of Training:

- ▶ The specific role of the Equine Specialist when assisting or collaborating with human service providers.
- ▶ Designing safe, mutually beneficial and effective activities to enhance participant outcomes.
- ▶ Determining specific horse handling methods.
- ▶ Understanding students with mental health and/or learning issues.
- ▶ Assessing the horse's response to student behaviors and needs.
- ▶ To help prepare qualified participants to take the PATH Intl. Equine Specialist Certification once available.

Training is designed for:

- ▶ Equine Professionals
- ▶ Therapeutic Riding Instructors
- ▶ Those who wish to enhance their ability to work with mental health and education professionals and their clients.

Prerequisites:

- ▶ Equestrian skills on the flat in English or Western tack comparable to those described in Pony Club C or CHA Level 1, familiarity with PATH Intl. Standards and PATH Intl. Code of Ethics, and/or a PATH Intl. Certified Therapeutic Riding Instructor.
- ▶ Be at least 21 years of age with a high school diploma or GED with a demonstration of continued learning.

Cost: Cost includes materials (provided by PATH Intl.), breakfast or snack and lunches for all attendees (provided by the host site)

The host site can determine cost for each attendee. See sample budget on page 7 and 8.

Schedule:

The workshop is 3 full days, 8am-5pm. The host site should provide breakfast or a healthy morning snack and a full lunch all 3 days. On the last day of the workshop a skills test review will be held from 5-6pm. The skills test will occur on day 4. It takes about 20 minutes per candidate to complete the skills test and exit interview. The length of the day will vary depending on the number of candidates testing.

To Register:

Participants send registration forms and payment to the host site contact person. (PDF download on the PATH Intl. website or can be provided by the host site.) Application forms must be submitted no later than 7 days before the date of the workshop so the faculty can review the paperwork. Registration deadline to be set by the host site and communicated to all participants and the PATH Intl. office. PATH Intl. recommends a 14-30 day deadline for the workshop. Communicate with your traveling Faculty for appropriate deadlines.



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test ES Workshop Host Site Process (cont.)

Post Workshop/Certification

Host Site Advertising Terminology & Descriptions (if applicable)

1. Works with the Faculty/Evaluators to make sure all Workshop and/or Certification materials are collected, including all Evaluation Forms and Check Acknowledgment Letter. It is the responsibility of the faculty/evaluators to mail all evaluation materials to the PATH Intl. office.
2. Completes a Final Accounting Statement Form to return to PATH Intl. along with any unused manuals. Must be sent to the office *within five working days* following the conclusion of the workshop. A review of fees **due to PATH Intl.** are as follows:

Due to PATH Intl. **before workshop and practical testing:** (Materials Order Form)

- Workshop Participant fee \$60.00 (participation fee, Includes workshop manual)
- Faculty fees (2) \$300.00 (per Faculty per day for 4 days)

Due to PATH Intl. **after workshop and practical testing:** (Final Accounting Statement)

- Any workshop attendees that registered late \$60.00 (Participation Fee)
- Horsemanship Skills Test participants \$40.00 (Participation Fee)
- PATH Intl. memberships (if purchased on-site) \$50.00
- Materials Order Form Late Fee \$40.00 + Express Shipping Cost (if applicable)
- Workshop Manual Restocking Fee \$5.00 per Manual (for any returned manuals)



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test ES Workshop Host Site Process (cont.)

During Workshop Responsibilities/Process

The Host Site:

1. Makes sure all requirements are in place. This may include organizing backup options.
2. Ensures that disruptions do not interfere with the workshop/practical testing.
3. Upholds the privacy and confidentiality of all workshop/testing participants.
4. Ensures that proper safety equipment is used throughout the process (including ASTM-SEI helmets).
5. Upholds the PATH Intl. Standards for Centers.
6. Provides breakfast or snack and lunch for the 3-4 day event.
7. Ensures that materials are given to faculty and collected at completion of workshop in order to return to the PATH Intl. office with unused materials.

Post Workshop Responsibilities/Process

The Host Site:

1. Works with the faculty and PATH Intl. to make sure all workshop materials are collected, including all evaluation forms.



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test Budget Information

The following information is provided to help Host Sites determine expenses and fees:

1. Please use the faculty list included in this packet to contact two faculty members to teach the workshop. Please remember one faculty must be a mental health professional and one must be an equine specialist. One Lead person must be chosen from either list.
 - ▶ The fee for Faculty is \$300.00 per day (total of 4 days), to be paid with Materials Order Form. This fee must go through the PATH Intl. office because PATH Intl. pays for Professional Liability Insurance for the Faculty. The workshop is 3 days and the practical skills testing is 1 day, the schedule can vary based on number of participants. The faculty may arrive a day before the workshop for set up.
 - ▶ The Host Site is responsible for all transportation, lodging, and food expenses for faculty (in addition to per day fee.) Appropriate lodging should be within reasonable driving distance and have the ability to be private as needed by the faculty for workshop preparation and review.

2. Fees to PATH Intl.
 - ▶ Host site pays PATH Intl. \$60.00 per Workshop Participant (includes manual) to be paid with Materials Order Form.
 - ▶ Host site pays PATH Intl. \$40.00 per practical horsemanship testing candidate
 - ▶ Host site pays PATH Intl. any late workshop applicant fees, late Material Order Form fee, and any late shipping charges (if applicable) to be included with Final Accounting Statement.
 - ▶ Total Evaluator fees (NOT expenses)
 - ▶ Late and/or damage fees, or PATH Intl. membership dues.

3. Participant Expenses
 - ▶ Host Site must determine if the fee to participants will cover lodging and food or if Participants must cover those expenses independently. This decision will depend on Host Site's resources (for example: a residential facility may choose to include those services.)
 - ▶ The host site determines how much to charge participants for the workshop and practical testing, a recommendation is below.

4. Miscellaneous Expenses (may or may not apply)
 - ▶ Advertising
 - ▶ Postage
 - ▶ Copies
 - ▶ Additional Insurance (Host Site must check with their insurance coverage to determine if extra insurance is needed.)
 - ▶ Materials Order Form Late Fee
 - ▶ Workshop Manual Restocking Fee & Damage Fee



**Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test
ES Workshop Host Site Process (cont.)**

An example budget based on 15 workshop participants and 10 practical testing candidates. Maximum number of participants is 20 for workshop and 24 for skills test. Please communicate with faculty to determine optimum schedule. (This is only a sample; each Host Site's circumstances are different. Some Host Sites may choose to have the entire event underwritten through donations.)

Income:	Workshop Participant fees	\$375.00 each	\$5,625.00
Income:	Practical Testing Candidate fee	\$150.00 each	<u>\$1,050.00</u>
		Total Income	\$6,675.00
 Expenses:	Workshop Participants fees to PATH Intl.		\$900.00
	Practical testing fees to PATH Intl.		\$400.00
	Faculty fees- to PATH Intl.		\$2,400.00
	Air fare		\$750.00
	Insurance for Facility		\$90.00
	Hotel		\$400.00
	Car Rental		\$150.00
	Food		\$700.00
	Advertising		\$100.00
	Total Expenses		<u>\$5,890.00</u>
Profit to Host Site:			\$785.00

A **second example** budget based on 15 workshop participants and 10 practical testing candidates. This is only a sample, you can change your costs by asking for host homes, you can cook meals, and you can raise your registration fee if needed or lower it if needed.

Income:	Workshop participant fees	(\$450.00 each)	\$6750.00
Income:	Practical testing candidate fee	(\$100 each)	<u>\$1000.00</u>
		Total Income	\$7,750.00
 Expenses:	Workshop participant fees to PATH Intl.		\$900.00
	Practical testing fees to PATH Intl.		\$400.00
	Faculty Fees- to PATH Intl.		\$2400.00
	Air fare		\$750.00
	Insurance for Facility		\$90.00
	Hotel		\$400.00
	Car rental		\$150.00
	Food		\$700.00
	Advertising		\$100.00
	Total Expenses		<u>\$5890.00</u>
Profit to Host Site:			\$1,860.00



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test ES Workshop Policies/Procedures

The following is an overview of policies and procedures relating to the workshop.

Recommended Policies for use by the Host Site

Cancellation Policy

Host Sites shall determine their own cancellation and refund policies for candidates who cancel. ***This policy should be included in the materials sent out to applicants by the Host Site.***

If the Workshop itself must be cancelled, for whatever reason, the faculty must be notified immediately and reimbursed for any accrued contractual expenses. All Workshop materials must be returned to the PATH Intl. office.

In the case of cancellation by a candidate OR cancellation of the Workshop, extra materials must be paid for by the Host Site or returned to the PATH Intl. office for credit.

Accommodation Requests

An accommodation is an adjustment or an adaptation of a component or components of the Registered Instructor Certification Process in order to meet the special needs of the candidate. Requests for an accommodation to any part of the process must be made in writing and submitted to the PATH Intl. office with the initial application form. All requests for accommodations will be reviewed by the PATH Intl. Certification Committee and the PATH Intl. office on an individual basis and applicants will be notified of the decision. For more information please contact the PATH Intl. office.

Confidentiality Agreement

Host Sites should also include a Confidentiality Agreement for the participants to sign if this is in keeping with the Host Site's policies regarding confidentiality.

Photo Release

Host Sites should also include a Photo Release form if photographs are going to be taken of Candidates at the On-Site.

Event Insurance

Contact Markel for information. Obtained by the host site.



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test ES Workshop Host Site Requirements

The following is an overview of the entire process with designated responsibilities.

The host site should have:

- PATH Intl. Premier Accredited Center (or approval by PATH Intl.)
All participants must fill out required host site liability forms from the center upon arrival.
- Covered arena (indoor and/or outdoor)
- Barn with stalls and aisle with crossties or similar setup
- Handicapped accessible classroom/meeting room large enough for approximately 25 people, room must have tables and chairs to fit everyone comfortably in classroom format for note taking during workshop.
- Handicapped accessible restrooms
- Easily accessible to airport, hotel, public transportation and restaurants within reasonable driving distance
- *Hotel or appropriate lodging for the faculty close to the host site (if applicable, see host site benefits)

**Appropriate lodging should be within reasonable driving distance (max. 25 miles) and have the ability to be private as needed by the faculty for workshop preparation and review.*

Equine & Equine Equipment Needs:

- 1-2 Grooming buckets for selected equines
- 1-2 English and/or western saddles that properly fit the selected equines to be ridden
- 4 - 6 Equines who are safe and sound with the following experience:
 - 3-4 equines who are used to be turned out together
 - 4 with riding experience
 - 1-2 with equine facilitated experience

Materials, Equipment and Personnel Needs:

- 2 flip charts, colored markers and tape
- Name tags for participants, staff and volunteers
- Access to copy machine and paper
- ASTM-SEI Helmets - per PATH Intl. Core mandatory standards
- TV,VCR, PPT capability
- Lavalier microphone (if applicable)
- Host site contact person to assist with _ day prior to start of workshop to show faculty facility/ equines
- 2 host site volunteers daily for all 3 days to assist with the following items listed below. *These volunteers may audit the workshop at any time and need to make themselves available, as needed, during the day according to the schedule.*
 - Food preparation
 - Daily sign in, last minute copying
 - Assisting with preparedness of equines for workshop equine hands on components
 - Finding needed equipment



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test ES Workshop Host Site Requirements (cont.)

Needs Specific to the practical horsemanship skills test, held on day 4:

- At least 6 horses (under 17:0 hands) and/or large ponies (over 13.2 hands) for participants, able to:
 - be lead around a short obstacle course (5 minutes +/-) at least 3 times during an 8 hour day
 - be sound and able to participate in the obstacle course energetically all day (blind horses can not participate in the skills test)
 - step over 4 cavaletti
 - back 3 steps
 - maintain an active walk for 5 minutes
 - should not be difficult to catch in stall or small paddock
 - if any of these horses/ponies need an aid such as a dressage whip, crop, carrot stick or energy stick etc., to maintain an active walk, this should be provided as an option at the gate to the arena/ring
- Each horse should have a standard, appropriately sized halter with a strap over the crown and buckle on the left side of the horse's head.
- Energy stick, crop etc available if appropriate or needed
- At least 4 snap on leads between 5-8 feet in length.
- Stalls or a small paddock within 250 feet of the ring/arena where the obstacle course will be set up.
- Obstacle course materials
 - 8 ground poles at least 10' in length
 - 4 cavaletti or raised poles, 4 to 8 inches in height and at least 8' in length
 - 5 pole bending poles or weaving poles, or 5 cones or barrels or other uprights
 - 4 additional cones to outline the course

Food & Beverage:

- Healthy breakfast, lunch, beverages and water for participants, staff and volunteers for all three-four days of the event.



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test ES Workshop – Preliminary Host Application Form

Name of Host Site: _____ PATH Intl. Center #: _____

Host Site Website Address: (if applicable) _____

Name of Contact Person/Title: _____
(Required. This person must be staff at the host site. They will be responsible for all communication throughout process)

Address: _____ City: _____ State: _____ Zip: _____

Physical Address (if different than above): _____

Phone number: _____ Alt. Phone number: _____ Fax: _____

Contact person's e-mail (Required) : _____

ES Workshop information:

(Please keep in mind that the EFMHA ES Workshop faculty arrives a full day prior to the start of the workshop in order to tour the facility and meet equines. Staff/facility will have to be available at this time)

Please fill in the blank using this format for possible dates: faculty day 7/5, workshop 7/6-7/8, 2007

Date: _____ Cost: _____

Contracted Faculty _____

The Host Site:

- Is a PATH Intl. Premier Accredited Center (or attached letter of reference)
- Has required covered arena (indoor and/or outdoor)
- Has required handicapped accessible classroom facility, as outlined in requirements for workshop
- Classroom facility can accommodate participant numbers as outlined in requirements for workshop
If not how many can it accommodate: _____
- Barn with stalls and aisle with crossties or similar setup
- Is accessible to airport, hotel, public transportation and restaurants
- Has access to overhead projector, flip chart, TV, VCR, copy machine and paper
- Can provide safe sound equines as outlined in requirements for workshop
- Can provide volunteers as outlined in requirements for workshop
- Can provide healthy food, snacks, beverages and water as outlined in requirements for workshop
- I have enclosed photos of the facility that may help in determining approval of host site *(not required)*
- (If applicable)* Can provide lodging for faculty within close proximity to workshop host site as outlined in requirements for workshop.

I have read the requirements and Preliminary Host Application Packet for hosting a PATH Intl./EFMHA Equine Specialist Workshop and understand and agree that the Host Site will meet those requirements and follow the processes as outlined. I understand that failure to do so could result in loss of the privilege to host the PATH Intl./EFMHA Equine Specialist Workshop. I understand that the contact person stated above is responsible for all communication to the host site and if this person changes the PATH Intl. office will be notified immediately. I understand the \$750.00 Host Site Fee as outlined in this packet is going to be payable to the above host site.

Print _____

Signed _____ Date _____

Please return this form to: PATH Intl. Certification Coordinator PO Box 33150 Denver, CO 80233



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test Materials Order Form

The manuals for the Workshop must be ordered by the Host Site by the deadline date below prior to the start of the Workshop. **This Materials Order Form (MOF) *with full payment* needs to be received in the PATH Intl. office by: _____, or a late fee of \$40 will apply.** Payment of \$60.00 per Workshop participant as well as the fees for both faculty/evaluators must be included with the order. You may want to order additional Workshop manuals in anticipation of late registrants. All unused manuals can be returned at the close of the Workshop. A restocking fee of \$5.00 will be applied to every manual returned to the PATH Intl. office with full refund if not damaged. If returned manuals are damaged fees apply.

Ship to: _____
(this shipping address must be a physical address that UPS delivers)

Number of Participants (Participation Fee) _____ X \$60.00 = _____

Total fee for Lead Evaluator (\$300/4days) _____ = _____
(name & member #)

Total fee for Second/Associate Faculty/Evaluator (\$300/4days) _____ = _____
(name & member #)

Total enclosed: _____

To assist the PATH Intl. office in verifying that candidates are current and active members please include a list of participants that you have signed up for the workshop at the time of submission of this form. **Any changes to this form, i.e. additional Participants, after this form has been received by the PATH Intl. office need to be communicated as soon as possible.**

Please list the participants

Participant/Candidate Full Name	PATH Intl. Member #
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____

Mail or fax this form and full payment to: PATH International, Certification Department , P.O. Box 33150, Denver, CO 80233



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test

Equine Specialist in Mental Health and Learning Workshop & Practical Testing Application

Skills for working with mental health and education professionals and their clients

Profile Form

Please complete this form and send it to the host site you are attending your workshop and practical exam.

Name: _____ Email: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: Day: _____ Evening: _____

Please attach another piece of paper or write on the back of this form, if necessary:

Are you a PATH Intl. Certified Therapeutic Riding Instructor? If yes, what level or specialty, Registered, Advanced, Master, Driving?

Equine Experience: Please tell us about any Certifications you have with an Equine Organization (examples would be Pony Club, CHA, USDF, USEA, ARICP, Eagala, etc....)

Organization: _____ Level: _____

Organization: _____ Level: _____

Organization: _____ Level: _____

Are you currently or have you ever been affiliated with an Equine Facilitated Mental Health or Educational Program?

Please give us the name and describe your work there.

Do you have experience working with Mental Health or Special Educational Clients in any setting? Please tell us where and what kind.

Describe other Equine experience you have:



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test
Equine Specialist in Mental Health and Learning

Skills for working with mental health and education professionals and their clients

PATH Intl. Photo Release Form

I hereby consent to and authorize the use and reproduction by the North American Riding for the Handicapped Association (PATH Intl.) of any and all photographs taken of me/my son/my daughter/my ward for promotional printed materials, educational activities, PATH Intl.'s website, and exhibitions or for any other use for the benefit of PATH Intl. and equine assisted activities.

Signature: _____ Date: _____

For PATH Intl. Records

Name: _____

Name of person(s) in photo: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone/email: _____



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test
Equine Specialist in Mental Health and Learning

Skills for working with mental health and education professionals and their clients

Authorization For Emergency Medical Treatment Form

Please complete this form and send it with your application and payment by two weeks before the workshop to: PATH Intl., PO Box 33150, Denver, CO 80233. Or fax it with a credit card payment to 303.252.4610. You will be notified of space availability via email for your registration.

In the event emergency medical aid/treatment is required due to illness or injury during the process of receiving services, or while being on the property of (enter the host site name) _____, I authorize the workshop Instructors or their designees to:

1. Secure and retain medical treatment and transportation if needed.
2. Release pertinent information upon request to the authorized individual or agency involved in the medical emergency treatment.

Name: _____ DOB _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: Primary: _____ Secondary: _____

In the event I cannot be reached:

Contact: _____ Phone: _____

Contact: _____ Phone: _____

Physician Name: _____ Phone: _____

Health Insurance Co.: _____ Phone: _____

Allergies to medications: _____

Current Medications: _____

One of the following must be completed:

Consent Plan:

This authorization includes x-ray, surgery, hospitalization, medication and any treatment procedure deemed life saving by the physician. This provision will only be invoked if the person listed below is unable to be reached.

Consent Signature: _____ Date: _____
(Participant, Parent or Guardian)

Print Name: _____ Phone: _____

Address: (if different from participant) _____

Non-Consent Plan:

I do not give my consent for emergency medical treatment/aid in the case of illness or injury during the process of receiving services or while being on the property of (enter the workshop site) _____.
_____ In the event emergency treatment/aid is required, I wish the following procedures to take place: (explain below)

Non-Consent Signature: _____ Date: _____
(Participant, Parent or Guardian)

Print Name: _____ Phone: _____

Address: (if different from participant) _____



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test
Equine Specialist in Mental Health and Learning

Liability Release Form

I, _____, would like to participate in the PATH Intl. On-Site Equine Specialist in Mental Health and Learning Workshop and Skills Testing. I acknowledge the risks and potential for risks of horseback riding. However, I feel that the possible benefits to me are greater than the risks assumed. I hereby, intending to be legally bound, for myself, my heirs and assigns, executors or administrators, waive and release forever all claims for damages against PATH Intl., its Board of Trustees, employees and Faculty/Evaluators for any and all injuries and/or losses I may sustain while participating in the PATH Intl. Instructor Workshop and/or On-Site Registered Certification.

Signature: _____ Date: _____
(Candidate)

Many disabilities or injuries have accompanying conditions that pose special physical risks during exercise. Horseback riding is exercise, as are other activities involved in this Workshop and/or Skills Test, such as handling and working around horses. I understand that PATH Intl. and the Host Site recommends that I seek the advice of a physician before participating in activities that involve exercise, riding, handling or being near horses.

I understand that if I have a disability/disabilities, injury or physical condition that might affect my ability to ride, handle, or be around horses at the PATH Intl. Instructor Workshop and/or On-Site Registered Certification, I will need to apply for an exemption or accommodation as outlined in the Accommodation or Exemption Policy.

Signature: _____ Date: _____
(Candidate)



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test
Equine Specialist in Mental Health and Learning

Skills for working with mental health and education professionals and their clients

Application

Name: _____ Email: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: Day: _____ Evening: _____

Check all that apply:

- I am at least 21 years old (This is required to attend the workshop/testing)
- I am a PATH Intl. Member. Member Number _____
- I have called the PATH Intl. office to pay any membership needed (if applicable)
- I plan to participate in the workshop only
- I plan to participate in the workshop and practical testing
- I plan to participate in the practical testing only
- I do not need an accommodation of any kind to complete the practical testing
- I do need an accommodation to complete the practical testing and have contact the PATH Intl. office to request it

NOTE: You must be a PATH Intl. member to attend

I have enclosed with my application:

- Emergency Medical Forms
- Profile Form
- Payment and/or payment information

Payment Information:

Cost of workshop: Tuition covers all materials, breakfast and lunches. Please ask the host site for a copy of their refund policy. PATH Intl. is not responsible for refunds.

Cost of workshop is determined by the host site.

Memberships are paid directly to PATH Intl..

Check the form of payment included with this application:

- Check
- Credit Card

Amount Enclosed: _____ Check #: _____

Credit Card information: Circle One: VISA MasterCard American Express

Credit Card number: _____ Exp. Date: _____

Name as appears on card: _____

Signature: _____ Date: _____



Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test Faculty List

Two faculty are required to conduct a Equine Specialist Workshop; one must be a Mental Health Professional and the other must be an Equine Specialist/Horse Person. There must be at least one Lead faculty which can either be a Mental Health Professional or Equine Specialist/Horse Person. *(For example: The center may contract with one Lead Mental Health Professional and an Associate Equine Specialist/Horse Person for a scheduled workshop.)*

Name and Location	Organization Name	E-Mail Address	Phone Number
Certified Evaluator Lead ES/Horse Person			
Hogan Amanda, MA	Windrush Farm Therapeutic Equitation, Inc.	mandy@windrushfarm.org	(978) 927-0320
Stuart Memree, FL	HorseMPower, Inc.	memree1@gmail.com	(352) 481-2026
Certified Evaluator Associate ES/Horse Person			
Alden Ann, AZ	Cochise Area Network of Ther. Equest. Resources	aca@bmi.net	(520) 455-5642
Broersma Trish, OR		epohna@aol.com	(541) 482-6210
Certified Evaluator Lead Mental Health Faculty			
Callan Joseph, FL	Traverse, Inc.	jcallanlcs@gmail.com	(813) 924-0488
McCullough Leslie, TX	Legends Equestrian Therapy	legendsequestrian@yahoo.com	(210) 885-8696
Certified Evaluator Associate Mental Health Faculty			
Haseman Susanne, NH	First Light Farm	susanne.haseman@valley.net	(603) 675-2678
Sokolof Marilyn, FL	HorseMPower, Inc.	msokolof@aol.com	(352) 318-4795



**Equine Specialist in Mental Health and Learning (ESMHL) Workshop and Practical Horsemanship Skills Test
Equine Specialist/Horse Person**

THIS CONTRACT, made and entered into for the PATH Intl. Equine Specialist Workshop to be held at **Host site Location** on **Date** by and between **Host site Name** and **Faculty Name**, hereinafter called FACULTY.

Now, therefore, it is agreed between the two parties as follows:

The compensation of the Evaluator is \$300.00/ day for the _____ day workshop on the dates of _____ and for the _____ day on-site practical testing on _____. This fee will be given to the FACULTY at the workshop, by the host site representative. The total faculty fee paid will be \$ _____.

Expenses for travel, lodging, and meals will be paid for the following time period:

These reimbursable expenses are paid directly to the Faculty by the host site.

Expected arrival date for Evaluator member is: _____

Expected departure date for Evaluator member is: _____

Faculty Signature: _____

Host Site Signature: _____

Faculty Contact Information:

Address: _____

Home Phone _____ Work/Cell: _____

Fax _____ Email _____