

## **Adaptive/Therapeutic Riding Program Information and Policies**

### Adaptive Riding Program Fees:

- Private, 52-minute session: \$60. (This 52-minute session allows for time at the end for client discussion/education. Note that depending on instructor's assessment of need and PATH (Professional Association of Therapeutic Horsemanship) standards, the total time on horseback may range from 20-45 minutes. At the instructor's discretion, ground work handling lessons may also be incorporated, where the student is not on horseback.
- Clients may qualify for supportive funding through the Promise Ranch Scholarship program.

### Minimum Age

For Adaptive Riding, the minimum age is four years old.

Please note: Adaptive Riding is a modality used to help clients achieve both horsemanship as well as therapeutic goals. The duration of lessons will depend on goal achievement.

### Weight Maximum

Due to safety considerations for staff, participants, volunteers, and horses, we may not be able to accept a client who weighs over 175 pounds.

### Assessment

Prior to visiting the ranch for assessment, all clients must have completed the registration forms and physician packet, found on our website <https://www.prtr.org/programs/>.

A client's first visit to the ranch will include a facility tour, a meet and greet with available staff, volunteers, and horses, and an evaluation with a therapist or instructor. In this evaluation, the client's abilities and challenges as well as potential goals will be discussed. Promise Ranch follows PATH guidelines for evaluating precautions and contraindications related to Equine Assisted Activities.

Please note: registration forms must be filled out annually and information update forms must be completed for each new session.

### Attire and Equipment

All clients must wear ASTM/SEI certified **equestrian** helmets when mounted on horseback. It is also recommended that clients wear these same helmets when working with horses on the ground. If you do not have your own helmet, Promise Ranch can provide a helmet for you.

All clients should wear appropriate, comfortable, clothing that is not too loose fitting. An ideal outfit is made up of long pants and closed-toe shoes with a slight heel. Jewelry is NOT recommended. Since we operate year-round, we also recommended layers, scarves, and gloves for unpredictable or inclement weather.

### Attendance and Cancellation Policies

- 1) All sessions are by appointment only.
- 2) If you are running late or unable to attend for any reason, you should contact your therapist directly and with as much notice as possible so we do not have horses, volunteers, and staff waiting.
- 3) A minimum of 24 hours notice is required for absences. If we receive less than 24 hours notice, you may be billed a cancellation fee of \$50, regardless of payer source.
- 4) If you do not show up for a scheduled session and do not provide any notice, the session will be forfeit. *If you have two no-show/no-call appointments within an eight-week session, you will lose your spot.*
- 5) Clients who arrive more than 15 minutes late to their session will not be able to ride.
- 6) Promise Ranch reserves the right to cancel sessions in the event of unsafe conditions. We may cancel when Douglas County is on accident alert status or when weather or driving conditions have the potential to become dangerous. We will cancel classes in extreme heat (above 95 degrees or when the heat index reaches 130), extreme cold (below 25 degrees), extreme winds, or dangerous thunder and lightning storms. We will make every effort to contact you in a timely manner if a cancellation is deemed necessary. Clients are responsible for supplying us a working, text-capable phone number so that we may contact you urgently. While we hate for clients to show up to a cancelled lesson, if you are unable to supply a text-capable phone number, we cannot guarantee contact.
- 7) As a courtesy to clients, instructors give them their personal phone numbers. As a courtesy to instructors, clients are respectfully asked to call or text only during ranch business hours.

### Billing Policies (private pay)

- 1) Invoices will be emailed at the end of each month to the email address on file; payment is due upon receipt. *If payment is not received within 30 days, sessions will be postponed until payment is received.*
- 2) Payment can be made via check or cash and can be given to your therapist. Alternatively, checks can be mailed to Promise Ranch, P.O. Box 545, Franktown, CO 80116.
- 3) If a check is returned due to insufficient funds, you will be responsible for payment of any bank fees incurred by Promise Ranch in addition to the regular invoice payment.
- 4) After two instances of insufficient funds, checks will no longer be an acceptable payment method; money orders or cash must be used in lieu of personal checks.

### Discharge Policy:

Promise Ranch strives to provide the safest possible conditions for clients, volunteers, and staff. The acceptance, and continued participation, of an individual in our program depends on the availability of instructors, volunteers, and suitable horses, and is based on our determination that we can safely accommodate the client. Promise Ranch adheres to all precautions and contraindications established by PATH Intl., and we reserve the right to refuse any clients that we cannot safely accommodate. All clients are required to inform us of any and all changes in health status as they occur.

Patients may be discharged from the Adaptive Riding Program for many different reasons including:

- 1) The client meets all riding goals and is ready to progress to riding in a non-therapeutic program not offered by Promise Ranch
- 2) The instructor determines that another specialist or treatment would better serve the client, including a transfer to the Hippotherapy program
- 3) The instructor determines that Adaptive Riding is no longer the most effective and appropriate treatment strategy for the client
- 4) The client exceeds the weight limit that our horses can safely and humanely carry
- 5) The client, parents or caregivers are uncooperative, by not responding to ranch communications, or interfering with lessons
- 6) The client frequently cancels appointments, does not show for appointments, or misses four or more appointments in an 8-week session
- 7) The client does not pay their bill
- 8) The client or caregivers are disruptive or unpleasant to Promise Ranch staff and/or volunteers

## **Promise Ranch Safety Policies – General**

In order for everyone to get the most out of their experience at PRTR, we strive to provide the safest possible conditions before, during, and after your sessions. Please review the following important policies:

- 1) Minors must be supervised at all times. Please do not leave children unattended or allow running, screaming, or loud noises at the barn.
- 2) Family members and other guests should not approach, touch, or feed **any** horses without permission.
- 3) Upon arrival, during a session, and upon leaving, please remain quiet and respectful of sessions in progress.
- 4) Family members and other guests must stay clear of the mounting area during mounting and dismounting procedures, unless assisting.
- 5) Family members and other guests should remain outside of the riding area, unless assisting. Assistance from a caregiver should only happen with instructor permission.
- 6) Participants should wait for their instructor prior to approaching and beginning work with their horse.



### **Promise Ranch Facility Policies**

1. Ranch Hours are: Monday – Saturday from 9am to 6pm; exceptions are made for late sessions, clinics, or workshops.
2. Please do not ‘visit’ the ranch without permission.
3. Drive slowly (10mph or less) while on Promise Ranch Property.
4. NO SMOKING, no exceptions.
5. NO WEAPONS, no exceptions.
6. Drugs and Alcohol are prohibited; being under the influence of drugs or alcohol while on PRTR property will result in client dismissal.
7. ONLY service dogs are allowed; dogs must be identified as such, on leash and supervised at all times.
8. Clean up after yourself, your children, and your dog. Trash should go in the trash or recycling containers provided.
9. Keep all gates closed at all times.

**By signing below, you, as the client or legal representative of the client, agree to follow the rules and regulations outlined herein, pages 1-5 of Hippotherapy Policies.**

**Signature:**

**Date:**

**(Client/Parent/Guardian)**

**Printed Name:**

**Text-Capable Phone Number:**

**Client Name:**