

## Animal Assisted Activity Volunteer Certification Process

Requirements for Animal Assisted Activity, AAA, teams volunteering in the field, at adult and/or youth sites, such as, but not limited to, convalescent homes, senior centers, community groups, public and private schools, public libraries, or any center where they are representing the Sonoma Humane Society, SHS, and offer animal assisted activities on behalf of the SHS.

Program Coordinator, Beth Karzes, [bkarzes@sonomahumane.org](mailto:bkarzes@sonomahumane.org) 707-577-1902

### Steps to Complete

- Complete a SHS volunteer application and release form [click here](#)
- Attend a SHS volunteer orientation
- Successful completion of SHS AAA Dog Training course with your dog – [SHS Behavior & Training Classes](#) (20% discount to current SHS volunteers of 3 months or more)
- Successful completion of Animal Assisted Activity prerequisite courses
- Successful passing of Canine Good Citizen exam, CGC certified
- Introduction orientation with AAA Program Coordinator, Beth Karzes, to review steps listed on this sheet and general program structure.
- Post SHS AAA training course: Read with a Dog school and library youth programs, **orientation** training for working with schools, libraries, children and reading program with SHS Humane Education Coordinator.
- Shadow an experienced participating volunteer dog team before assigned to a site. [Youth Programs](#)
- Post SHS AAA training: For senior site locations, **orientation** training for working with seniors with various medical conditions that will review how best provide service in convalescent homes, Alzheimer's and dementia wings and short and long term rehabilitation facilities.
- Shadow an experienced participating volunteer dog team before assigned to site.

### Paperwork Needed on File to turn in during orientation appointment with Program Coordinator, Beth Karzes

- Animal Assisted Activity Volunteer Application on file
- Current copies of canine vaccinations on file with SHS
- Annual AAA animal health exam including fecal test on file with SHS  
Participating dog cannot be on a raw food diet
- Required fingerprint background check clearance
- Copy of current driver's license on file with SHS
- Copy of current automobile insurance on file with SHS
- Copy of Liability Insurance; either Home Owners or Rental Insurance on file with SHS
- Current copies of AAA course completion certification that you received when you successfully completed the class
- Purchase of canine SHS vest for wearing when visiting sites

### Program Volunteer Requirements

- Wear SHS volunteer name tag when visiting sites
- Every 2 years retest you and your dog's skills with SHS program coordinator
- Submit your monthly volunteer hours to Program Coordinator
- Canine well groomed when visiting sites
- Coordinate yearly site visits with SHS Program Coordinator
- Represent SHS professionally and accurately
- Become familiar with SHS services and programs to be prepared for questions while working in the field

*If you have previous experience, with letter of reference and current AAA & CGC certification from elsewhere, you may have the option to exam out of the SHS AAA class on an individual basis.*