



2021 Risk Management Policy

Turning Point Ranch operates its therapeutic riding program in enclosed structures and outdoors using horses exposed to a wide variety of natural hazards. Generally, the certified instructor on duty is held responsible for making decisions and taking actions that will ensure the safety of staff, volunteers, riders and observers.

Specifically, here are policies that describe a course of action that will guide instructors in making their decisions although discretion in handling incidents is left to the instructor.

At the beginning of each semester, The Executive Director, Volunteer Coordinator, Herd Manager, Facilities Staff and all Instructors will review the procedures contained in these policies and initial a form (attached at the end of these policies) acknowledging the review. A permanent copy of the form will be maintained in the TPR office.

COVID-19 Procedures

In order to protect our riders, volunteers and staff, procedures have been developed to maintain responsible cleaning and distancing practices before, during and after lessons.

- Parents and Guardians sign and date two separate forms: The COVID-19 Participant Code of Conduct & Risk Assessment and the Health Procedure Signature form. (see attached)
- Volunteers must wash hands and have their temperature taken upon entering the barn as well as answering common questions regarding possible exposure or symptoms. They will be trained in what, if any contact, their rider requires.
- The Herd Manager, Instructor and Executive Director will supervise the cleaning of all tack, helmets and/or props after each use.

Emergency Procedures: Natural Hazards

1. Snakes & Scorpions:

Snakes and scorpions are rarely if ever seen at Turning Point, nevertheless if one is seen, the Executive Director or instructor should immediately move horses, riders, volunteers and staff away from the area. If possible, the Executive Director should remove or call someone to remove the creature from the premises or kill it – preferably

out of sight of riders.

Should a rider or volunteer be bitten by either a snake or scorpion, the Executive Director or instructor will direct someone to call 911 and an individual with First Aid/CPR certification on file will begin first aid as advised by the 911 operator. (911 procedures are the same for all emergency calls and are posted by the phone:

- The address of the activity site is 385 South Country Club Road, Stillwater
- STAY ON THE LINE with the 911 operator!
- Directions to Turning Point is just north of 6th Street on Country Club Road. White vinyl fencing.
- If possible, someone should be sent to the entrance on Country Club Road to watch for the emergency responders

The Executive Director or instructor will also direct someone to retrieve the affected individual's emergency medical history form and, in the case of a rider, will confer with the teacher's aide or parent/guardian present regarding emergency transport. In the case of a volunteer or staff member, the Executive Director will make the decision regarding the necessity of transporting the person by ambulance for emergency treatment. If an individual is transported, the Executive Director will call the emergency contact on the individual's medical forms and designate someone to ride in the ambulance with the individual. If possible, preserve the snake or scorpion for medical reference.

Should a horse be bitten by a snake, first aid under the supervision of the herd manager, Executive Director or instructor should begin immediately with the herd manager, if present, making the call whether the vet should be called.

2. Insects: Ticks, Spiders, Bees, Wasps:

It is the responsibility of the Executive Director and lesson instructor to know which riders have the potential for anaphylactic reaction to bee or wasp stings. The condition will be noted in each rider's medical history. In the case of a rider, teacher's aides and/or parents/guardians are responsible for supplying and administering an epipen, if needed, should a sting occur. Generally, if an epipen is used, the individual should also be transported for emergency treatment. If neither aides nor parents have an epipen they should be given the choice whether to take the rider for medical care or calling 911. (following the standard 911 procedure). Even if an epi pen is not needed or available, standard first aid to include the

removal of the stinger and use of ice should be performed by an individual who is First Aid/CPR certified. 911 MUST be called for any participant who has flushing or swelling of the face, neck, mouth, lips, or throat, or if the participant has trouble breathing.

It's also important for the Executive Director and instructors to know which if any volunteers or staff have anaphylactic sensitivity and whether they have an epi pen should a sting occur.

In the case of a spider bite, every effort should be made to retain the spider/insect so medical personnel can evaluate it. If possible, ice the bite immediately and determine whether the individual needs immediate medical care. The Executive Director and instructor will make the call regarding the necessity of an ambulance in conjunction with teacher's aides/parents/guardians who are present in the case of a rider. If a nest or individual spider, bee or wasp is spotted in the tack room, game room, alley or in the arena, the Executive Director, instructor or lesson support person should use the spray in the tack room to kill the creatures and then the nest should be removed. Riders and volunteers should be moved out of the area while this is occurring.

Prevention is also the best policy regarding ticks. Our horses are treated regularly with pour on tick repellent. Horses should be inspected for ticks during the grooming process before sessions and any found should be removed. Should a tick be found on a volunteer or staff member, it should be removed and the individual advised what to watch for...i.e. a circle of redness surrounding the bite and given the url of information on tick bites such as WebMd.com (<http://www.webmd.com/skin-problems-and-treatments/tc/tick-bites-topic-overview>). Should a tick be found on a rider, it should be removed in the presence of the aide or parent who accompanied the rider. Depending on the location of the bite, staff and volunteers may be allowed to remove the tick themselves.

If a rider from the Stillwater Schools is bitten by a spider, wasp, bee or tick, the instructor should also call or text to report the incident to the Adapted Physical Education teacher : 2021 Beverly Taylor (918) 269-3011

3. Terrain: Gullies, gravel

There can be rough ground between parking areas and the barn as well as between the barn and the arena. Parents or school aides are responsible for supervising riders and visiting children in those areas. Should a rider fall, it's the job of the

Executive Director and lesson instructor to determine whether first aid is needed. Parents or teacher's aides may use the human first aid kit to address the situation or take the rider off-site for medical treatment. Volunteers may NOT treat riders. In the absence of parents or aides, individuals with First Aid/CPR certification may provide initial treatment. Individuals with First Aid/CPR have a heart designation on their nametags signifying a card on file with TPR.

Should a volunteer or staff member be injured in a fall, for instance while catching horses in the pasture, they may use the human first aid kit to clean and treat the wound under the supervision of an individual with First Aid/CPR certification. The Executive Director and instructor will decide whether further treatment, i.e. calling an ambulance is necessary or if the individual should not be driving themselves off the TPR property.

In addition, in the case of a fall injury by ANY participant, the Executive Director and instructor must complete an occurrence report so that the hazard can be addressed by the Board of Directors

4. Animal Intruders: wild, domestic

Dogs are not allowed on the property as they can spook horses. Should an unknown dog be spotted while preparing for a session, the Executive Director or instructor should attempt to drive it away or put it in a stall. Neither staff nor volunteers should risk a bite in trying to catch an unknown dog. If someone is bitten, the Executive Director or instructor should direct a First Aid/CPR certified individual to cleanse the bite (in consultation with aides or parents/guardians in the case of a rider), pull the individual's Medical History and determine whether additional medical treatment is needed. An occurrence report MUST be completed. Dogs should be kept away from horses and riders as a high priority.

The Executive Director may allow a barn dog who is kept under control at all times and has the personality to have a positive effect on riders and volunteers. If a rider or volunteer is afraid of the barn dog, the barn dog will be kept in the office.

Stray cats occasionally wander onto the property and should be driven away from the arena. Again no one should risk being scratched or bitten but if that occurs, the Executive Director or instructor will direct treatment by an individual with First Aid/CPR designation from the first aid kit (in consultation with parents or aides if

present) and will have the individual's Medical History pulled for review. Again, in the case of injury requiring treatment, an occurrence report must be completed. If a rider or volunteer is afraid of the barn cat, the barn cat will be locked up until said rider or volunteer is not at the barn.

Wild animals such as skunks, raccoons or possums are virtually never spotted in the barn/arena area and rabies should be suspected if one appears. All horses and riders removed from the area where the animal is seen. Only the Facilities Coordinator should try to catch such a wild animal with a live trap during non-business hours. The Facilities Coordinator or Executive Director will call animal control if necessary.

Should someone be bitten by a wild animal, they should immediately be given emergency medical treatment and the Executive Director will decide (in consultation with parents or school representatives in the case of a rider) whether to call an ambulance or transport the individual for medical care by another method.

5. Sunburn, dehydration, frostbite

Turning Point has a weather policy that will cause sessions to be cancelled if the barn interior temperature is below 28 degrees or outside temperature is above 100 degrees and the classroom is not available. Unmounted activities will be held in the barn on days with inclement weather which includes rain, excessive wind or the temperature is below 40 degrees.

**Until COVID-19 ratings are Low/Yellow or Green/Normal,
the classroom will not be used
during inclement weather and lessons will be cancelled.**

Bottled water is always available during sessions and it's the responsibility of the instructor to schedule hydration breaks on hot days. Turning Point also maintains a small supply of gloves, scrubs and jackets for use by riders who have not come with appropriately warm clothing. Sunscreen is also available in the rider area and in the first aid kit if an unusual program has riders in the sun for an extended period of time. Should a rider or volunteer appear to be either overheated or hypothermic, the Executive Director or instructor should direct an individual with First Aid/CPR designation to take that person to the tack room, follow the standard procedure prescribed in the first aid manual and determine whether an ambulance should be

called. The Executive Director has the authority to shorten or otherwise alter any session where adverse weather conditions appear to be threatening the health and safety of riders, volunteers or horses.

Emergency Procedures: Manmade Hazards

Generally, the Executive Director or session instructor on duty is responsible for making decisions and taking actions that will ensure the safety of staff, volunteers, riders, observers, and equine.

Specifically, here are policies that describe a course of action that will guide instructors in making their decisions although discretion in handling incidents is left to the instructor:

1. Vehicles on Roadway

At times, loud noises are audible in the arena from Country Club Road or the apartment complex next door. Our horses are used to these noises, but if for some reason they cause a horse or rider to become startled or upset, the instructor should pause the session to insure that the horse or rider is calm before continuing.

2. Tornado Siren Testing is on the first Tuesday of the month at 11am. The horses are used to this, but some riders do not like it and may need to cover their ears.

Emergency Procedures: Operation of Tack and Equipment

1. Mounting Ramp – If the mounting ramp has to be rolled in or out of the arena, all set up or dismantling must be done under the supervision of the Executive Director or instructor. Any handling of the ramp should be done using the handles, NEVER lifting any other part of the ramp to avoid finger injuries. Once the ramp has been assembled, the Executive Director or instructor for the session should walk it observing all joints or connections that could possibly endanger a horse, rider or volunteer before the beginning of a session.

2. Tack Inspection & Maintenance – The Herd Manager inspects, cleans and repairs all tack twice a year during saddle fitting. Before riders arrive, the session instructor should inspect the tack on all horses, particularly noting tack condition and that it has been fitted correctly to each horse. Instructors must also check

tack at the mounting ramp immediately before mounting a rider and near the ramp immediately after mounting a rider with particular attention to the girth/cinch and stirrup length. One additional tack check will be conducted during each session or at any point when the team for each horse notices a problem. Following each session, the instructor will scan each saddle when back on the racks to check for maintenance issues and note saddle re-assignments or make repairs before the next session.

3. Sound system, walkie-talkies, cd player – If the sound system, walkie talkies or cd player is to be used in a session, the instructor will conduct a sound check before riders arrive. Riders and guests/observers should not operate or otherwise interact with any of the sound equipment. Any needed repairs should be reported to the Executive Director for action.
4. Feed Room & Tack Room – Each instructor is responsible for the condition of the tack & feed rooms at the end of his or her session. Before the door is locked, the instructor should make a quick visual inspection that equipment is safely stowed in its assigned place. Riders and guests should not be in any rooms unsupervised.
5. Prop Area - Each instructor is responsible for the condition of the prop area before and after classes, ensuring that everything is in its place and there is nothing for a rider to trip over.
6. Office & Classroom - Riders and guests should not be in any rooms unsupervised. Until COVID-19 is rated Yellow/Low or Green/Normal, the office and Classroom should be avoided.
7. Restroom – The Executive Director or instructor should check or delegate a volunteer to check the condition of the bathroom before the first session of the day. NO RIDER or visitor under the age of 16 should go to the restroom unsupervised. An aide or parent must accompany riders or siblings/observers.
8. Light switches/electrocution – Only the Executive Director or instructors or specifically assigned volunteers should operate light switches or garage door openers.
9. Gates – All arena gates are to remain closed during lessons or when horses are in the arena. Neither riders nor guests should climb on gates and should only

operate latches under the supervision of an instructor or team member. The Executive Director or instructors should see that the “Do NOT Climb on Gates” signs are posted on both arena gates in the observation area during every session. Parents and visitors should be warned about climbing on gates. Repeated violations could result in violators being banned from the observation area. Enforcement is the responsibility of the Executive Director and instructors, not volunteers.

10. Bleachers – The Executive Director or instructor should conduct a visual and physical inspection to make sure they are in good repair. Riders and visitors should be discouraged from walking on the seats in order to prevent falls. In addition, the Executive Director and instructors should caution riders and observers regarding overbalancing one end of the bleachers.
11. Loss of Power or Water – Generally loss of water in the arena will not affect lessons unless the arena has not been watered in advance. The Executive Director will have discretion in cancelling lessons due to the lack of dust abatement. The standard notification of schools, parents and volunteers will be implemented in the case of cancellation. During the day, loss of power will not usually affect the ability to hold sessions unless it’s a particularly dark day. The Executive Director will have discretion regarding cancelling lessons due to the lack of power. If there is no power to the arena for an evening lesson, the Executive Director may cancel lessons and standard notification procedures will be used.
12. Emergency Dismounting will be taught by all instructors by the third week of each semester. Ginger, the Equicizer is to be used. Emergency Dismounting will also be demonstrated at each Volunteer Orientation/Training.

Emergency Procedures: Disasters

1. Fire – There are three ways fire might affect Turning Point sessions or property:
 - Fire damage from a blaze that occurred in off hours could necessitate cancellation of lessons until repairs could be made. The Executive Director will make the decision and notify riders/schools and volunteers in advance.
 - Range fires burning the vicinity of Turning Point in advance of a lesson might make it inadvisable to bring additional volunteers or riders and families into the path of the blaze. The Executive Director will make the decision and

notify riders/schools and volunteers in advance. The Executive Director and Herd Manager will confer regarding the safety of our horses and the emergency evacuation plan to the OSU Equestrian Center or Rocking E Stables will be implemented if necessary.

- If Range fires break out in the vicinity of Turning Point during a lesson, the instructor in conjunction with the Executive Director will make a decision regarding the severity of the situation and the emergency dismount and evacuations practiced each semester will be implemented if appropriate. The Executive Director or instructor will direct someone to call 911 and release riders to parents or the aides and bus as appropriate to leave the property in the direction away from the fire. The Executive Director and instructor will coordinate volunteers to release horses into the pasture or load them for evacuation to the OSU Equestrian Center or Rocking E Stables if necessary and release all volunteers as quickly as possible.
- If a fire breaks out in the arena during a session, the Executive Director and instructor will immediately implement the emergency dismount and evacuation practiced each semester and will take the “who’s in the barn” notebook to meet all evacuees in the apartment parking lot directly south of the barn. The Evacuation map is also posted on the door by the 911 Instructions. Horse leaders and horses will follow immediately following the Executive Director’s or instructor’s directions to release the horses into the pasture farthest from the fire. The Executive Director or instructor will direct a volunteer to dial 911 and will release riders to parents/aides and bus and then release volunteers as appropriate. In the event that the bus is not on the Turning Point facility, riders from the Stillwater Schools may be held in the barn or on the south parking lot at the discretion of the Executive Director. A call or text to the Adaptive P.E. Instructor MUST be made. 2018 Beverly Taylor (918) 269-3011
- If a fire breaks out at Turning Point outside of session times in an area that threatens Turning Point horses or property, any volunteer or staff member should call 911 and attempt to get horses to a safe location while awaiting the fire department or in stalls in preparation for evacuation. Emergency numbers for the Executive Director, Herd Manager and Facilities Coordinator are posted near the feed chart in the barn for such emergencies. Unless an immediate evacuation is planned, horses are generally safer in the pasture than locked in stalls if a fire is threatening.

2. Flood: If weather reports are predicting flooding, the Herd Manager and all available staff are to be on the ready to move horses off property to OSU or

Rocking E. The Executive Director will arrange details. All horses are to be moved to the stalls, Pasture 1 horses, minis and ponies first. This includes bringing trailers to the driveway. In the case of a flash flood where there is no time to prepare, horses are to be moved to the empty lot owned by Wilson Auto Family, directly south of the driveway. If the Turning Point driveway is not passable, horses will be walked through the apartment parking to Squires Landing Blvd across from Wal-Mart.

3. Weather: Lightning/rain/tornado/wind - All instructors have a responsibility along with the Executive Director to monitor the weather forecast for their sessions. There are several conditions under which cancellation of sessions should be considered/ discussed with the Executive Director.
 - Temperature extremes: Generally sessions will be cancelled if the temperature will drop below 28 degrees in the barn or rise above 100 degrees outside and the classroom is unavailable. Parents/schools and volunteers should be notified in advance through calls, text and/or on the facebook page. The Executive Director, in consultation with the instructor, will make the call and implement advance notification procedures.
 - Extreme wind: Wind velocities are not conducive to an effective session and could possess a danger to horses and riders. The Executive Director and Instructor will make the call and either notify riders and volunteers in advance or conclude a session early if conditions threaten safety.
 - Thunderstorms: The Executive Director and Instructors should monitor the forecast/radar of thunderstorms before and during session via smartphone. Generally sessions should be cancelled if thunder, lightning or hail will take place during a session. The standard notification procedures will be used. A session may be terminated at the discretion of the Executive Director if thunder, lightning or hail begins during a session.
 - Tornadoes: Sessions will ALWAYS be cancelled in the event of a tornado warning in Payne County. The instructor in consultation with the Executive Director will make the call regarding holding lessons in the event of a tornado watch. Standard notification procedures will be used.
 - Snow and Ice: If Stillwater Schools or OSU are cancelled due to snow or ice conditions, Turning Point sessions will also be cancelled. The Executive Director in consultation with the instructor will make the call regarding the onset of storms after the conclusion of the school day, the safety of roads for families and volunteers and the advisability of holding sessions. Standard notification procedures will be used in the event of cancellation.

4. Seizures, health issues: It is the responsibility of the Executive Director and lesson instructor to know which riders in a session have seizure disorder or another health issue (such as allergies, asthma, spasms) that could require an immediate intervention. In the case of riders, the Executive Director or instructor will dismount the rider and take them immediately to their parent or school aide to perform any needed procedure and/or call 911. The Executive Director or instructor should also direct someone to look up the rider's medical forms. The Executive Director and instructor will make the decision regarding continuing the lesson or dismounting other riders depending on the safety of all riders in the event of a medical emergency. In the case of a volunteer or visitor who has a seizure or medical emergency, the Executive Director or instructor and can observe the situation will make a decision regarding a call to 911. The instructor in the arena will make a decision regarding continuing the session. The Executive Director or instructor nearest the situation will assign an individual with First Aid/ CPR certification to monitor the safety of the individual in trauma, someone to call 911(following the standard 911 policies) and someone to manage the safety of other visitors during the emergency. Again, the Executive Director and instructor in the arena will make a decision regarding continuing the session in progress.

5. Intruders: All unexpected or unidentified individuals who appear at lessons should be addressed by the Executive Director or an instructor to ascertain their purpose for being there. Volunteers, riders and visitors/family members should be kept away from such unidentified individuals until a valid purpose for their appearance is determined or the person leaves or authorities arrive to address the situation. The Executive Director will make a decision to call authorities if the situation escalates.

Emergency Procedures: Equine Hazard

1. Fall by rider – If a rider falls from a horse, the bleachers or the mounting ramp, the instructor will immediately stop all horses in order to preserve safety while determining the severity of the injury, If there is any possibility of a head, neck or spine injury, the rider should NOT be moved, but the Executive Director or an instructor should pull that the rider's medical history for review. The decision regarding calling 911 or releasing the rider to their parent or school aide for transportation to medical care will be made in consultation with the parent or aide who's present. If injuries appear minor, an instructor may ask an individual with

First Aid/CPR to clean and treat scrapes. Even if medical care is not deemed necessary, someone who falls should NOT be put immediately back on a horse but should be asked to sit on the bleachers or recline in the classroom under observation during the rest of the session. In any case, the Executive Director should call the rider's emergency contact to disclose the fall at the end of the lesson where it occurred, complete an occurrence report and follow up with the emergency medical contact within 24 hours to check on the condition of the rider. In the case of a rider from the Stillwater Schools, an instructor should also call or text the Adapted P.E. Instructor Beverly Ruedy (918) 269-3011 to report the incident.

The same assessment procedure should be followed in the case of a volunteer or staff fall except that an instructor will determine whether the individual is safe to drive themselves off the property if 911 is not called. The policy of contacting emergency medical contacts, completing an occurrence report and 24 hour follow up will be applied. If the person injured is a school employee, the Executive Director should contact the Adapted P.E. Instructor immediately in case she needs to come to Turning Point to accompany the riders on the bus back to school.

2. Kick/Bite: If a rider is kicked, stepped on or bitten by a horse, he or she should be removed from the arena so that the extent of the injury can be evaluated. An instructor in consultation with parents or the school aide can determine whether on-site first aid is appropriate (i.e. if skin is broken or redness indicates potential serious bruise) appropriate treatment from the first aid kit may be implemented (i.e washing the area and applying a topical antibacterial agent.) If the injury appears serious (i.e. a broken bone or worse) an instructor in consultation with the parent or school aide should call 911 or arrange to have the rider transported to the emergency room. In either case, the rider's medical history should be reviewed immediately for potential complications. In the case of a school rider, the Executive Director should call both the rider's emergency contact and the Adapted P.E. Instructor to disclose the injury at the end of the lesson where it occurred, complete an occurrence report and follow up with the emergency medical contact within 24 hours to check on the condition of the rider.

In the case of a kick or bite to a volunteer or staff member, the instructor may make an assessment of the severity of the injury in consultation with the injured person and decide whether first aid or emergency transportation is necessary.

The instructor should also decide whether the individual is capable of driving him or herself from the Turning Point site and should complete an occurrence report and follow up 24 hours later if treatment is administered either on-site or in an emergency room. If the person injured is a school employee, the Adapted P.E Instructor should be contacted immediately in case she or a replacement needs to come to Turning Point before riders can be transported back to school.

3. Fall by horse – In the case of a fall by a horse, any rider on board should be immediately dismounted and protected. Sidewalkers should get the rider as far away from the horse as possible and the instructor should halt all other horses until the leader of that horse can settle the animal and determine the extent of the injury, if any. The instructor will determine if other riders need to dismount and if the session can continue. If possible the horse that fell should be put in a stall for the rest of the lesson. The Executive Director and the herd manager can decide if the vet should be called. The horse will be withheld from lessons until the Herd Manager has a chance to review the situation and work with the horse. An occurrence report should be filed and presented to the board to determine the horse's fitness to continue in the program.
4. Disease/ Injury/equine health incident: If an instructor, horse leader or feed team member discovers a Turning Point horse to be injured, apparently suffering from a new and disabling condition or otherwise in distress, they should contact the Herd Manager, Executive Director, or instructor immediately and if directed call the vet. All those numbers are posted in the horse barn. The instructor should immediately pull that animal from lessons and consult with the Herd Manager or Executive Director regarding next steps including use of materials in the Equine First Aid kit to stop bleeding or provide eye wash or other first line triage. All horses should be evaluated prior to use in any session for conditions that make them unsuitable for use (including attitude). The instructor or Executive Director might prescribe intervention such as different tack in the case of minor issues. All vet suggested treatments must be documented in the notebook in the horse barn.

Emergency Procedures:

Safety Rules

Turning Point safety rules are posted in the barn and are contained in both the Parent's and Volunteer Manuals and are available on the website. Safety rules are included in Volunteer Orientation. Nevertheless, it is the responsibility of the instructor to consistently observe, model and enforce safety standards. Those rules include:

1. ONLY trained volunteers may catch and lead Turning Point horses.
2. NEVER hand feed or give treats to our horses.
3. NO running or shouting around horses.
4. Any children not in classes must be supervised. No climbing on gates or entering the barn, restroom or other rooms unsupervised.
5. Family and friends are not allowed in OFF LIMITS areas and may be dismissed for distracting riders. Family may enter the arena at the discretion of the instructor or Executive Director for assistance. Liability forms must be signed.
6. Dogs are NOT ALLOWED anywhere in the barn unless permission is given by the Executive Director in the case of therapy dogs.
7. Smoking, alcohol, illegal drugs and profanity are banned at Turning Point.

Violators may be excused from the Turning Point property by the Executive Director or any Instructor.

1. Code of Ethics

This Code of Ethics sets forth the ethical principles for staff and volunteers at Turning Point Ranch. The exercise and presentation of the highest standards of ethical principles are vital to the responsible discharge of obligations, activities and services provided at Turning Point Ranch. These principles include competency, integrity, honesty, confidentiality, sound judgment, and a commitment to safety.

Principle 1: Competency

Staff and volunteers will demonstrate a commitment to training in order to perform the duties to which they are assigned.

Principle 2: Integrity

All staff members and volunteers will demonstrate integrity, honor and morality by respecting the rights, dignity and well being of all individuals and animals.

Principle 3: Honesty

All staff members and volunteers will demonstrate honesty and truthfulness at all times.

Principle 4: Confidentiality

All staff members and volunteers will demonstrate confidentiality by respecting the rights of privacy of all individuals involved in programs at the center

Principle 6: Sound Judgement

All staff members and volunteers shall accept responsibility for the exercise of sound judgment when interacting with individuals and animals.

Principle 7: Public Safety

All staff members and volunteers shall promote safety by abiding by PATH standards and guidelines as well as the safety rules at Turning Point.

In addition, Turning Point Ranch practices the PATH Intl. Code of Ethics as set forth below:

PATH INTL. CODE OF ETHICS

Preamble

This Code of Ethics sets forth ethical principles for all Association Members and Centers and is binding on all Staff, Professionals and Volunteers.

The exercise and preservation of the highest standards of ethical principles and integrity are vital to the responsible discharge of obligations, activities, and services provided by Association Members and Centers. All Members and Centers are responsible for maintaining and promoting ethical practice. The Association Code of Ethics is intended to be used as a guide for promoting and maintaining the highest standards of ethical practice, personal behavior and professional integrity.

The guidelines expressed in the code are not to be considered all-inclusive of situations that could evolve under a specific principle, nor is the failure to specify any particular responsibility or practice a denial of the existence of such responsibilities or practices. The guidelines are specific statements of minimally acceptable conduct or of prohibitions applicable to all Members and Centers. This Code is designed to be additive to such other Codes as may be applicable (such as: medicine, psychology, nursing, social work, etc.)

In recognition of the responsibility inherent in the delivery of services provided by equine assisted activities and therapies, the Association asks all members and center personnel to subscribe to the following to the extent permitted by law:

Principle 1

The Member respects the rights, dignity, and well-being of all individuals* (human and equine) and promotes well-being for all involved.

Guidelines:

1.1 The Member shall be guided at all times by concern for the physical, mental, emotional, and spiritual health of all involved.

1.2 The Member shall be responsive to, and mutually supportive of, the individuals served including families, colleagues, and associates.

1.3 The Member shall recognize that each individual is different from all other individuals and shall be tolerant of, and responsive to, those differences.

1.4 The Member shall serve individuals regardless of race, ethnicity, gender, religion, age, creed, national origin, or sexual orientation.

1.5 The Member shall follow equal employment opportunity practices in hiring, assigning, promoting, discharging, and compensating staff.

1.6 The Member shall maintain in professional confidence participant and staff information, observations, or evaluations and shall adhere to all legal requirements, including HIPAA, with respect to same.

1.7 The Member, in community settings, shall use caution in forming dual or multiple relationships with participants or former participants in which there is a risk of exploitation or potential harm to the participant. The Member, in treatment settings, shall avoid dual relationships when possible. In situations where dual relationships are unavoidable, the Member shall be responsible for setting clear, appropriate, and sensitive boundaries.

1.8 The Member shall demonstrate an understanding of the sensitive nature of physical touch and shall insure that contact is mutually permissible and appropriate in order to avoid misinterpretation and minimize the possibility of emotional harm.

Principle 2

The Member accepts responsibility for the exercise of sound judgment and professional competence.

Guidelines:

2.1 The Member shall provide service only to those individuals he/she can competently serve and accurately represents his/her level of expertise, experience, education, and actual practice. The Member shall accurately represent to participants possible benefits, potential outcomes, expected activities, risks, and limitations of service.

2.2 The Member shall engage in the best practices in the field and shall only engage in those aspects of equine assisted activities and therapies that are within the scope of his/her competence, level of knowledge, training, and experience.

2.3 The Member shall engage in sound business, employment, and administrative practices.

2.4 The Member shall engage in continued personal growth, continuing relevant education, and professional skill development.

2.5 The Member shall engage in self-evaluation and agrees to address personal, medical, psychological, or legal problems which may interfere with judgment or performance. The Member shall seek consultation and take appropriate remedial action should judgment or performance become impaired.

2.6 The Member shall demonstrate objectivity and fairness by interacting with individuals in an impartial manner.

2.7 The Member shall accept responsibility for the exercise of sound judgement when interacting with individuals and animals.

2.8 The Member shall demonstrate openness to, and respect for, other colleagues and professionals.

Principle 3

The Member shall respect the integrity and well-being of program equines and animals.

Guidelines:

3.1 The Member shall recognize and respect the individual character, nature, and physical attributes of each program equine.

3.2 The Member engages in safe, mutually beneficial human and equine interactions, placing equines in activities suited to their temperament and physical ability.

3.3 The Member shall take responsibility for the highest standard of care, maintenance and selection of each program equine, understanding and responding to the equine's need for socialization, play, turnout, time off and retirement

3.4 When horses are borrowed or leased, the same high standards of equine respect, care, and maintenance apply.

3.5 The Member takes active steps to ensure that the barn environment and culture in which equines reside and services are taking place is compliant with standards and congruent with this code.

Principle 4

Members shall be truthful and fair in representing themselves and other members or centers by whatever medium of communication.

Guidelines:

4.1 The Member shall be responsible for providing each participant with accurate information regarding programs, services, professional training and credentials, as well as possible benefits, outcomes, expected activities, risks, and limitations of the service or program.

4.2 The Member shall meet commitments to participants, colleagues, equines, agencies, the equine assisted activities and therapies community and the community at large.

4.3 The Member shall use the Association logo only in accordance with the Association brand policy.

Principle 5

The Member shall seek to expand his/her knowledge base related to the field of equine assisted activities and therapies.

Guidelines:

5.1 The Member shall maintain a high level of professional competence by continued participation in educational activities that enhance basic knowledge and provide new knowledge.

5.2 As possible, the Member shall seek to demonstrate commitment to sharing and disseminating information and/or research through teaching, supervision, consultation, mentoring, presentations, and publications to benefit the equine assisted activities and therapies community.

5.3 The Member shall demonstrate commitment to quality assurance by regular peer review and/or self-assessment. The Member in treatment settings shall engage in providing and receiving individual, or peer supervision, and/or staffing consultation.

Principle 6

The Member shall honor all financial commitments to participants, personnel, vendors, donors, the

Association, and others.

Guidelines:

6.1 The Member shall negotiate and clarify the fee structure and payment policy prior to the initiation of service, and charges only for services rendered.

6.2 The Member shall not misrepresent in any fashion services rendered or products dispensed.

6.3 The Member shall be truthful and fair in representing itself in fundraising activities.

6.4 The Member shall honor all debt obligations.

6.5 The Member shall maintain membership in the Association and pay the appropriate fee as determined by the Board of Trustees. Instructors shall remain in good standing with the annual Compliance Process for Instructors

Principle 7

The Member shall abide by Association Standards and Guidelines and all State, Local, and Federal laws.

Principle 8

The Member accepts the responsibility to protect participants, equines, the public, and the profession from unethical, incompetent, or illegal practice.

Guidelines:

8.1 The Member shall present this Code of Ethics to all participating staff and personnel, outlining their collective obligation to support it and address any questions or concerns pertaining to it.

8.2 The Member accepts the responsibility to discuss suspect unethical behavior directly with the parties involved.

8.3 The Member accepts responsibility to report alleged and unresolved, unethical, incompetent, or illegal acts to the Association. Failure to report is a violation of the ethical principles of the Association.

Signatures on next page:

Semester Review Documentation

(sign and date for each semester)

Title

January 19, 2021

Executive Director _____

Volunteer Coordinator _____

Herd Manager _____

Facilities Coordinator _____

Instructor _____

Instructor _____

Instructor _____

Instructor _____

Instructor in Training _____

Instructor in Training _____