

PETS AS THERAPY

The First Visit

Wherever possible your Voluntary Area Co-ordinator or a Buddy (an experienced Pets As Therapy Visitor) will accompany you on your first visit.

- If you don't have a Voluntary Area Co-Ordinator, call Head Office on 01865 671440 or email reception@petsastherapy.org
- The first visit may be tiring and demanding (and wonderful) - they do get easier with time
- Our Guidelines for Establishments are sent out to all new establishments and all establishments who join as Supporters of the Charity
- If your establishment does not have a copy of these guidelines, please contact Head Office on 01865 671440 or email: reception@petsastherapy.org - we will send one out for you
- You must be accompanied **at all times** by a member of staff

Establishment Requirements - Additional references and checks

Some establishments require further references, special police checks (DBS checks) or occupational health interviews. If these are mandatory, please abide by the establishment's requirements if you wish to visit there. Volunteers should not be asked to pay for any checks the establishment requests.

Health and Safety

Please ask each establishment for details of their Health and Safety procedures and any other regulations that apply.

Identification and Security

Please wear your photo ID at all times when visiting and any other security badges required by the establishment.

Paperwork, paperwork!

In your handbook you will find a copy of all forms you may require. The most important form to return to the Charity to inform us of where you are visiting is the Welcome Acknowledgement Form (PAT 7). You can also print this from the website. Find the 'Contact' tab and scroll down to 'PAT Team Support Area'.

- On your first visit, please always take a copy of the PAT 7 form with you
- Complete the appropriate part and ask the authorised contact at the establishment to complete the rest and sign page 2, the Establishment Declaration
- Both you and the establishment should keep a copy
- One copy (both pages, please) must be returned to Head Office for our records. Additional copies can be requested by email from Head Office

01865 671440 www.petsastherapy.org reception@petsastherapy.org

59 Monument Business Park, Warpsgrove Lane, Chalgrove, Oxfordshire OX44 7RW

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Pets As Therapy Head Office, Tel: 01865 671440
Email: reception@petsastherapy.org or visit www.petsastherapy.org