



SECTION 1

Applicant's Name: _____ Date: _____

Thank you for requesting a service dog application from Access To Service Corp. The addition of a service dog into a person's life is a big commitment. The benefits, both physical and emotional, are significant. We encourage interested parties to apply for a dog. This in no way commits the applicant to a decision, but instead indicates an interest and allows us to schedule an interview to discuss the specifics of the program and how a dog may fit into and benefit the individual's life.

We do not train a person's own puppy or dog. Most of our dogs come from our puppy home program, although we do utilize dogs from rescues and shelters. Generally, we do not place full service dogs with children under the age of twelve or who are not yet working at a 6th grade level. It is felt that younger children do not have the developmental skills necessary to allow for the consistent care and handling that is so vital for the success of a working team. We do however, train a dog to respond to the adults so that the children are serviced.

Access To Service Corp is HIPPA compliant. A2SC respects the privacy of its applicants and recipients and all information is kept confidential although files may be periodically reviewed by accreditation agencies to ensure A2SC's commitment to the highest standards of excellence in the assistance dog industry.

Access To Service Corp conducts its business and acceptance process in a manner that will not discriminate against anyone on the basis of race, color, religion, gender, national origin, age, the presence of mental or physical disability, sexual preference, life expectancy, or whether the individual is a disabled veteran or veteran of any era. It is Access To Service Corp's policy to treat everyone who comes in contact with the organization with respect and dignity at all times.

At no time will Access To Service Corp require applicants, students, or graduates to participate in fundraising or marketing activities.

I have read, understand, and agree to SECTION 1 of this application (please initial):

(parent/guardian please initial if applicant is under the age of 18 years): _____

SECTION 2

Applicant's Name: _____ Date: _____

What to expect when you apply for a service dog:

- To participate in an initial interview. Most initial interviews are held in person at A2SC. If an applicant lives more than 250 miles from the A2SC facility we may accept an interview by video but with the understanding that a personal interview will be required before a placement is made. If the applicant is under the age of 18, all custodial parents or legal guardians must attend the interview. Expenses associated with travel, and lodging if necessary, are the applicant's responsibility, especially if the applicant cannot travel due to their disability and we must travel to you.

The travel for interviews and training is waived for most cases of MCAS as we understand that travel is problematic. We do accept a Skype interview in these cases and a first class round trip ticket, lodging and meals; for at least a week at the end when we deliver the dog to you and train you to understand your dog.

- As A2SC, the cost of a service dog is \$14,000, this includes the adoption fee of the dog unless that fee exceeds \$400 (such as getting a hypoallergenic dog from a breeder), but does not include travel, lodging and meals. Basic health care for the dog (regular shots and check ups) is covered, but anything else must be paid for by the applicant.

What to expect after your interview:

- To attend at least one Graduate Support Class per year (or as many as possible) to qualify for the waiting list. Staff may assist with alternatives for those who live at extreme distances or where disability prohibits travel. For those with MCAS, membership in the online Academy and regular attendance in the service dog maintenance classes is acceptable.
- To provide your own transportation to and from the Graduate Support Classes and to provide attendant care if warranted. There is no public transportation available.
- To complete an applicant update form every six months.

What to expect if accepted to waiting list and a dog is selected:

- To purchase basic supplies for the dog - cost approximately \$300-\$400.
- To travel, at your expense, to A2SC for a 3-week, mandatory team training session.
- To arrange for your accommodations for the 3-week training session. Cost for hotel and meals are approximately \$2000. Free housing with volunteers is often available but not guaranteed.
- To arrange your daily transportation to and from A2SC and on field trips for the 3-week training session.
- To provide your own attendant care, if warranted, during the 3-week training session.
- To understand that not all dogs make it through the training. If this occurs we will make every attempt to find a similar dog to replace the dog that washed out. Training time of course would be lengthened. If at any time the contract is ended for whatever reason, the dog remains the property of A2SC.

What to expect during team training:

- To participate in a group class of 6-8 people. Or be online doing work in the Academy at least once a week.
- To provide for an aide/personal care attendant, if warranted. (Medical Alert students must be accompanied by another person during the entire 3-week team training session. Students under the age of 18 must be accompanied by a responsible adult during the entire 3-week team training session.)
- To work 7-8 hours or more daily. Activities include lectures, field trips, working with your dog in various public settings, and perhaps more activity than you may be used to doing. This applies to MCAS clients as well when an A2SC representative comes to your home for the final training.
- To provide your own meals (breakfast, lunches & dinners) including some field trips out for meals (and for your aide if one accompanies you).
- Understand that you will not be permitted to participate in any activities outside of the 3-week training session.

SECTION 2 CONTINUED

Applicant's Name: _____ **Date:**

What to expect after your graduation:

- Follow-up with a A2SC trainer via phone or email - daily for the first week, weekly for the first month, and monthly for the first 6 months of the partnership.
- For the first year after graduation, to attend at least 6 scheduled Graduate Support Classes at Access To Service Corp or attend two 6-8 week obedience sessions with a A2SC approved trainer in your area and have the trainer complete the required evaluation.
- To attend a minimum of one Graduate Support Class per year for the duration of the team's active working life if you live within a 250-mile radius of A2SC.
- To complete and return a self-evaluation form along with the dog's health records and proof of licensing, if required, every six months for the active working life of the team.
- To complete certification tests in accordance with A2SC policies (generally every one to two years). Certification testing may be done by video for those living beyond a 250 mile radius of A2SC.
- To retain current certification through A2SC.
- Provide the required veterinary and health care for your dog according to A2SC guidelines. Food will cost approximately \$60 per month. Other health responsibilities/expenses include twice yearly heartworm preventive, flea/tick preventive, annual veterinary examination and necessary vaccinations, grooming and emergency veterinary care.

- To join the A2SC family for life!

I have read, understand, and agree to comply with SECTION 2 of this application

(please initial): _____

(parent/guardian please initial if applicant is under the age of 18 years): _____

SECTION 3

Applicant's Name: _____ **Date:**

All Parents/Guardians' names if Applicant is under the age of 18:

Phone numbers of Parents/Guardians:

Applicant's Address:

County: _____

Phone: (Home) _____ (Work) _____ (Cell) _____

E-Mail Address: _____

Birth Date: _____ Weight: _____ Height: _____

Social Security Number: _____

Presently: _____ Student _____ Employed _____ Unemployed _____ Retired
_____ Other

Are you a veteran? _____ Yes _____ No

Emergency Contact
Person/Telephone: _____

If student, please list current grade level, school address, & principal's name:

If employed, list occupation, employer, employers address, & name of supervisor.

SECTION 3 CONTINUED

Applicant's Name: _____ **Date:**

Please list all other assistance dog organizations you have applied to and your status with them:

Please note type of disability and age of onset.

If applying for a seizure alert dog, please list type of seizures and frequency.

If you are applying for a seizure alert dog, do you utilize a vagus nerve stimulator? Yes
 No

Do you use a wheelchair? If so, is it power or manual? Do you use any other mobility aids?
Please list.

Do you require the assistance of an aid or family member for daily living skills? If so, what are
that person's responsibilities and number of hours worked?

Do you currently have a valid driver's license? Yes No

Do you currently operate a motor vehicle? ___ Yes ___ No

If yes, do you utilize any adaptive equipment while driving?

Do you have any pets? Please list:

SECTION 3 CONTINUED

Applicant's Name: _____ **Date:**

Please list your sources of income and monthly amount:

Please list all the people residing in your home and their ages:

Do you have a fenced in yard? _____

Do you have any experience working with animals? If yes please explain:

Have you ever been convicted of a misdemeanor, summary offense, or felony related to the abuse, mistreatment, neglect or harm to animals? _____ Yes
_____ No

If yes, describe in detail including the state and date in which the conviction was made:

Would you be able to come to the organization for the required three-week training course? _____

Who referred you to A2SC?

I have completed SECTION 3 of this application to the best of my knowledge and with information that is true and correct.

Applicant's Signature:

Parent/Guardian's Signature if Applicant is under the age of 18 years: _____

SECTION 4

Applicant's Name: _____ **Date:**

Please include with your application the following:

1. A PHOTO OF THE APPLICANT

2. A LETTER OF RECOMMENDATION

This letter must be written by someone outside of your immediate family. Recommended is a health care professional who understands service dogs and the law regarding them.

3. A DESCRIPTION OF APPLICANT ESSAY

The purpose of this essay is to enable Access To Service Corp to understand your physical traits, lifestyle, disability, activities and personality. Through a detailed description of yourself, your home, your family, and your activities, we can better establish the suitability of your situation for a service dog. Please be as precise and comprehensive as possible. Use as much space as you feel necessary for us to get to know you!

4. A MEANING AND FUNCTION OF A SERVICE DOG ESSAY

Please explain why you feel a service dog would be beneficial. Which of your daily activities could be accomplished more easily and independently with the help of a service dog? How do you feel a service dog could help you other than with physical tasks? What do you feel you will be able to offer the dog in return?

Please complete essays on separate pieces of paper. Essays must be in the words of the person applying for the dog.

5. A DESCRIPTION OF BEHAVIORS ASSOCIATED WITH THE DISEASE/SYMDROM/DISORDER THAT YOUR DOG SHOULD BE TRAINED FOR TO ALERT YOU TO ONCOMING EVENTS OR TO ALERT ANOTHER PERSON. THIS INCLUDES ALLERGENS OR OTHER SUBSTANCES THAT TRIGGER EVENTS

SECTION 5

Applicant's Name: _____

Date:

Access To Service Corp

Complaint Policy for Non-employees

Any non-employee (volunteer/applicant/student/recipient/donor) who has a grievance concerning A2SC practices has the right to file a complaint according to procedures outlined in this policy. Grievances may include, but are not limited to, a perception of violation of rights; quality of service; discrimination based on category of race, age, disability, etc.; or other matter.

Complainants are treated with dignity and respect at all times, regardless of the nature of their complaint. They will not be discriminated against, harassed, intimidated, or suffer any reprisal as a result of filing a complaint or participating in an investigation of a complaint. If an individual feels that he or she is being subjected to any of the above, that person has the right to appeal directly to the Executive Director.

Affected parties should attempt to resolve the problem informally as soon as possible. Volunteers should discuss issues with the Volunteer Coordinator, donors with the Director of Development, and applicants/students/recipients with their trainer. If a solution cannot be reached, the person may present a formal complaint, in writing, to the Executive Director. Following the same protocol, complaints about the Executive Director should first be brought to her attention and then to the Board President if necessary. The President may be reached through A2SC's mailing address. Formal complaints and responses to them will be documented and kept on file.

All complaints are handled in a timely manner. As a goal, A2SC attempts to resolve a complaint within 20 working days from the time of its initiation. If an extension of the time limit becomes necessary, all involved parties will be notified.

I have read, understand, and agree to this application.

Applicant's Signature:

Parent/Guardian's Signature if Applicant is under the age of 18 years: _____

Return this completed application along the items listed on page 7 to the address noted below. Please allow 2-3 weeks for processing. If you have further questions regarding the Access To Service Corp application or program, please call **727-686-4246**

Access To Service Corp, 2760 N Haskell Dr, Tucson, AZ 85716
www.accesstoservice.org jamie@accesstoservice.org **727-686-4246**



Informed consent

1. We love animals with all our hearts and are committed to training with playful techniques and maximizing fun. We emphasize fun and joy in our training and work to minimize stress as much as possible with the understanding that learning itself can be stressful.
2. We base our training methods on scientifically proven concepts that are animal-friendly. If there should be a conflict between what is animal-friendly and what the animal's parent desires, we will side with what is animal-friendly.
3. We work to get animals out of crates and off backyard chains so that they may move freely and safely coexist with humans.
4. We are primarily positive reinforcement / humane hierarchy based trainers. We are committed to using at most a mild aversive only as a last resort. Shock collars, prong collars or choke chains are never used. We do not advocate physical corrections, throwing things at or near the animal, spraying liquid in an animal's face or any of a dozen or more methods of inducing fear, discomfort or pain to any animal.
5. We consistently work to continue our education. All staff are certified and where they are not, they work under the supervision of a certified trainer while they are pursuing certification.
6. We educate humans to employ patience and to seek to understand animal's needs and wants.
7. We coach people to communicate consistently and clearly with their animals.
8. We work within our level of competence. Less experienced trainers are supervised by more experienced ones. We do not give advice on anything that is outside of our area of expertise. We refer clients to competent professionals for issues that are outside of our area of expertise.
9. We keep client information confidential sharing client information ONLY with staff and those in a position of supervision, with the exception of neglect or abuse of an animal or if the animal is dangerous and proper management contingencies are not being used.
10. Clients should know they are empowered to decline any recommendations that we make for them or their dogs. We encourage clients to ask questions and only respond to those answers that fulfil the client's own ethical code and personal integrity.
11. The successes of training strongly depends on three factors: an owner's willingness to heed the advice of the trainer, proper reinforcement at home and maintaining an open line of communication with the trainer. Cooperation from all parties is key. This includes not mixing methods during your time of training with Access To Service Corp. We are primarily positive reinforcement based trainers and any deviation from that will ruin the gains made here. Not doing your homework at least 5 minutes a day will prevent your dog from learning. An hour long session once a week cannot teach a dog what it needs to know. YOU MUST be involved on a daily basis.
12. Photos and videos will be taken during training classes and private lessons. These photos are the property of Access To Service Corp but shall be available upon request to clients. These photos and videos will only be used for promotional purposes.

Executed on this _____ day of _____, 20__

'Client' _____

Signature _____

Email _____



Photo and Video Release Form

I, _____, give the Access To Service Corp (A2SC) permission to publish the likeness or image of myself and/or my dog on their web sites (www.accesstoservice.org, www.mad-training.org, www.playyourwayacademy.org, www.rainbowservicedogs.com, www.snakeavoidancewithoutshock.com, www.playyourwayobedience.com, www.k9biodetection.net, www.servicedoga HYPERLINK "<http://www.servicedogalliance.org>" HYPERLINK "<http://www.servicedogalliance.org>", www.homehelperhound.info), on social media and in their monthly newsletter. I also give the PYWA the permission to use video taken of myself in any group class, private lesson or play date, on or off the PYWA property.

I hereby release the Access To Service Corp, its employees, and any persons working for Access To Service Corp from any and all claims for damages for libel, slander, invasion of privacy, and any other claims based on such materials. I release all claims against Access To Service Corp with respect to copyright ownership and publication including any claim for compensation related to the use of the materials. Unless expressly requested in writing, all photos and video become the property of Access To Service Corp and can be used in future publications and products.

Please note that the proper credit will be given when possible.

Executed on this _____ day of _____, 20__

'Client'

Signature _____

Email _____



Liability Release

Owner (owner of dog, client of Access To Service Corp., and handler of dog) agree that Jamie Robinson and Access To Service Corp or any staff or independent contractors of Access To Service Corp will not be liable for any damage or loss resulting from failure of the dog to respond to any cues or commands taught to the dog by Access To Service Corp or resulting from counselling and advice supplied to owners (client) of dog.

Dog's behavior now and in the future is solely the responsibility of the owners (client) of the dog. Should any behavior on the dog's part now or in the future result in damage to the property, owners, or person of some third party, owner agrees to assume full responsibility to such third party for any and all such damage, and to absolve Jamie Robinson and Access To Service Corp and any staff or independent contractor of Access To Service Corp from any and all obligations to pay such damage to a third party.

All dogs are trained or otherwise handled or cared for or if owner receives instruction by Jamie Robinson and Access To Service Corp or any staff or independent contractor of Access To Service Corp without any liability whatsoever on Jamie Robinson and Access To Service Corp or any staff or independent contractor of Access To Service Corp. for loss, damage from disease, death, running away, theft, fire, injury to persons, other dogs or property by said dog, or other unavoidable causes.

In the event of in-home training provided by Jamie Robinson and Access To Service Corp or any staff or independent contractors of Access To Service Corp. whether owners are home or not, owners agree to absolve Jamie Robinson and Access To Service Corp and any staff or independent contractors from any and all liability whatsoever for loss or damage to property. In the event of training provided at the location of Access To Service Corp, Tucson, Arizona, owner agrees to absolve Jamie Robinson and Access To Service Corp and any staff or independent contractor of Access To Service Corp from any and all liability whatsoever for loss or damage to property, or injury to dog, or owner, or handler and to hold her harmless therefore.

Executed on this _____ day of _____, 20__
'Client' _____
Signature _____
Email _____



CLIENT COMMITMENT FORM

Realizing that teaching a fearful, anxious, reactive or aggressive dog will require a great deal of time and effort on my part, I _____ wish to participate in the Play Your Way Academy teaching system to reach realistic goals, which we have set as priorities.

My dog must meet medical screening criteria, as needed, and as established by the Play Your Way protocols for our customized program called a Behavior Change Program before entering the program. If medical complications arise during the program, I will be referred back to my veterinarian to address these issues.

My goal is to:

I agree to participate in and complete all phases of the program—
Stress Release (where needed), Behavior Modification and Skill's Applications.

I will attend weekly sessions during all phases of the program (unless otherwise specified) and will notify Play Your Way in advance when I am unable to attend giving 48 hour notice. I realize that there is an attendance policy in order to make systematic progress, and commit to following this policy.

If doing the Stress Release Program, I promise to be home with my dog for the required three days actively participating in the program, taking notes, observing my dog, learning about my dog, and taking photos and videos for use by the Play Your Way training staff.

I also realize that I have the option of leaving the program at any time but I must notify the training center one week before I depart. Play Your Way also can exit at any time it is deemed there is no commitment or compliance to the behavior modification process, as we take a results-oriented approach seriously.

I understand that in the interest of my dog's progress and well-being, as well as health, I must maintain my dog's learning once I reach my goals. We are a team and so that means not going back into old habits for myself and keeping my dog's alternative behaviors consistent, clear and in use.

Therefore, I am making the commitment to understand and practice the behavior modification changes presented in this program. If I find myself having difficulty, I will not hesitate to contact a member of Play Your Way Academy for assistance. I realize that regular communication via email, phone, Skype, digitals and video are necessary in between sessions to stay on track and make progress.

Involvement

I agree to adhere to the Access To Service Corp program by being actively involved in the weekly sessions. I also agree to purchase any equipment or products needed, such as proper harness, leash, and collar as outlined in the behavior modification program.

I understand the program offers the following services to make my behavior modification work with my dog effective and safe:

- Veterinarian visit and screening before entering the program
- Routine visits with the program behavior consultant and trainer
- Weekly sessions that include information on behavior modification, stress release, and exercise, nutrition as needed
- Every three sessions will be an evaluation/review of where we were, where we are now, and where we are going
- Individual consultation about program-related issues that may be initiated by the team or by me
- Biweekly conversations with behavior analyst/consultant/trainer
- Monitoring at intervals, milestones, objectives, graphs, reviews

I have read all the above statements and understand their meaning. It is my wish to participate in the ACCESS TO SERVICE CORP systematic behavior modification process as designed under the conditions described.

Executed on this _____ day of _____, 20__

'Client' _____

Signature _____

Email _____