Virtual Team Guidelines for New RWR Teams

1. Take an Online Virtual Training Class when it is offered. [www.flying-ace.com](http://www.flying-ace.com) and [www.healingpaws.com](http://www.healingpaws.com) both do Online and In Person Classes. [LA@vistadx.com](mailto:LA@vistadx.com) (Whidbey Island) and \*\*\*\*\*do only In Person training at their facilities.
2. Send in the Paperwork that would be sent in for an In-Person Evaluation. The Paperwork is available at [www.readingwithrover.org](http://www.readingwithrover.org) under the Tab – Volunteer, Forms. You will print out three documents and fill in the Member’s Questionnaire, Policies and Procedures, Volunteer Agreement and Release of Liability. Send in a copy of these forms PLUS a copy of your Therapy Prep Certificate. Send all this to two email addresses:
3. [mp2athome@me.com](mailto:mp2athome@me.com) and [teamleadrwr@outlook.com](mailto:teamleadrwr@outlook.com)
4. Team Lead will send you a Virtual Only Temporary RWR Badge in the mail, including holder and lanyard.
5. Send in a copy of your Drivers’ License to [info@readingwithrover.org](mailto:info@readingwithrover.org) for background check.
6. Pay $75.00 ($50.00 for seniors) for a 2-year RWR Membership Fee. This includes, background check, volunteer insurance and your badge. Pay Membership fee by PayPal to:

[Donate@ReadingwithRover.org](mailto:Donate@ReadingwithRover.org)

Comment Section: enter your name and dog’s name

OR, send in a check with your name and dog’s name to:

Reading with Rover,

P.O. Box 2569,

Woodinville, WA 98077.

1. There is a mandatory **Free** RWR Virtual Training Class once per month on the 3rd Wednesday of each month at 7:00 PM via Zoom. Each Virtual Team needs to do this training session **once**. The training session focuses on using the Zoom software and how best to place your dog for a Reading Event. Please send an email to [TeamLeadRWR@Outlook.com](mailto:TeamLeadRWR@Outlook.com) to be included in the next training session. It is 1 hour long.
2. Print out a Virtual New Team Log Sheet from the forms on the [www.Readingwithrover.org](http://www.Readingwithrover.org), website under Volunteer, Forms. Fill it out for the 1 Dogless Protocol Visit and 5 Protocol Visits with your dog. Each visit must be with a Mentor Team Lead.
3. To do your Protocol Visits, check out the [www.readingwithrover.org/calendar](http://www.readingwithrover.org/calendar) website to find a Virtual Event that fits into your schedule. Email the Team Lead listed for that Event to ask if there is still room for a Protocol Team. We often have multiple Team Leads at each event and this allows more than one Protocol Team at a time to get their hours in.
4. While doing the 5 Mentored Visits with a Team Lead Mentor all of the visits will be with children reading to the dog.
5. After the Mentor Visits are done, email a picture of you and your dog, cheek to cheek, and the Log Sheet detailing the Protocol Visits to [mp2athome@me.com](mailto:mp2athome@me.com) and a Virtual Only Reading With Rover badge will be sent out to you.

**GOING BACK INTO FACILITIES**

Once RWR can go back into Facilities such as Libraries, senior residences, hospitals, and schools, all Virtual Only Teams will need to do **both their In-Person Evaluation and In Person Protocol Visits if not a RWR Team before the Pandemic.**

Each Virtual Team is entitled to have a free one-hour private lesson before doing an In Person Evaluation. Please send an email to [info@readingwithrover.org](mailto:info@readingwithrover.org) for a list of Trainers able to do the Private Lesson. Teams will then schedule with the Trainer of their choice for the Private Lesson. The Private Lesson and Evaluation need to be done by two different people.

The In Person Evaluations can be scheduled by sending an email to [info@readingwithrover.org](mailto:info@readingwithrover.org) to get a list of all Evaluators. Send an email to the Evaluator of your choice to get onto their Evaluation Schedule. After Evaluation has been successfully passed, the Evaluator will give you your RWR Temp Badge, a 6-Month Letter, a New Team Log Sheet and a RWR Folder to take on your Protocol In-Person Visits. Take the Temp Badge and folder with 6-month letter and Log Sheet to each Visit or you will be asked to leave.

Each Virtual Team will need to do their In Person 10 Mentored Visits with multiple dogs onsite. Six (6) of these visits needs to be with children reading to dog.

If you have any questions, please feel free to send an email to [TeamLeadRWR@Outlook.com](mailto:TeamLeadRWR@Outlook.com) or [Info@readingwithrover.org](mailto:Info@readingwithrover.org).