



*A dog is a willing listener for a child*

## Policies and Procedures

I will represent the Reading with Rover program in a professional manner.

I will uphold the Reading with Rover Code of Ethics.

I will only perform visits with animals with which I am registered with the Reading with Rover program.

I will visit with only one animal at a time.

I will abide by all policies, procedures and precautions of each facility I visit.

I will check in, sign in and sign out with the staff or supervisor of each facility I visit.

I will observe all rules of privacy and confidentiality.

I will be on time for every commitment I make.

I will be responsible at all times for my animal, considering the animal's needs and humane care first. I will always stay with my animal and be in control of the situation.

For safety, my animals will wear a collar or harness and be on lead at ALL times.

My animal and I will be clean and well groomed and I will be dressed appropriately for the visit.

I will not visit if my animal is ill or injured.

I will clean up after the animal inside and outside the facility.

During a visit, I will make sure that I am wearing my Reading with Rover identification badge and that it is easily visible.

I will not tie animals to people, equipment or furniture while visiting.

I will not be under the influence of alcohol and/or illegal drugs during a visit.

I will not borrow money or personal items nor receive any monetary compensation from Reading with Rover or from the people I visit.

In case of an accident or unusual occurrence, I will follow Reading with Rover's set procedures for these types of situations.

I will not take photographs or video tape of people I visit without first obtaining a signed Photo Release Waiver signed by the client and the facility contact.

I have read, I acknowledge and I agree to follow and abide by the Reading with Rover Policies and Procedures.

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Signature

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Date