**Therapy Animals as Reading Buddies Volunteers**

***(Excerpt from the Columbus Ohio Library’s Volunteer Coordinators’ manual)***

When someone wants to volunteer with their therapy animal, most commonly dogs, in the Reading Buddies or other volunteer initiative:

1. Determine if the animal is registered with Pet Partners or Therapy Dogs International. The animal must be registered with either of these groups to be accepted. No other therapy animal groups will be accepted.
2. The volunteer must be processed like all other volunteers (required forms and completed background check).
3. The animal owner must sign the *Pet Owner Acknowledgement of Responsibility and Liability Waiver Agreement*and
4. They must provide us with a copy of current registration with the CML recognized animal organization

**Note**: All documentation will be tracked in Volgistics and the volunteer will be notified when they need to provide us with renewal documentation.

Send copies of all documentation, including copies of renewals, to Volunteer Services.

Please note the pet’s name on the Notes tab in Volgistics.

Once all the documentation is in place and the owner’s background check is complete, the animal may begin to volunteer with us.

Please make sure the pet owner tracks their time with us.

**NOTE:** The Library only work with two organizations because they have thorough training programs and, most importantly, they have blanket liability coverage that covers us should something go awry.