

# Responsibilities of HABIC Team

* Sign in at the Volunteer Kiosk of your facility.
* Clean Dog, Scarf and/or Vest: While working, HABIC dogs should always wear identifying bandana or vest. HABIC attire should **NOT** be worn outside of HABIC assignments.
* Wear your HABIC issued name badge during your HABIC sessions and dress appropriately.
* If you are unable to make your regular session, please let your facility contact person know. If you need to take time off (missing more than 1 or 2 sessions) from your HABIC volunteer work, please let the HABIC office or Jasmine Marie know as soon as possible.
* Language
* We use the term “commands” or “skills,” not tricks. We are at work and want to present a professional impression.
* Do **NOT** enter a room when someone is eating.
* Besure to use a **FLAT HAND** when giving a treat to your dog.
* Limit your dog’s work session to a maximum of **one hour**.
* One Dog at a Time
* Our HABIC members use one dog at a time. If a second dog is needed for a second work session, please leave the dog in your car or other safe place until needed.
* Publicity
* If you are asked by any media (TV, newspaper, radio, etc.) to talk about HABIC, please be sure to contact the HABIC office prior to making any statements about HABIC. We need to be informed about publicity that could impact HABIC and we want to make sure they have updated information.
* Medical and behavioral forms will be updated **EVERY** year.
* **Copy of updated medical form will be kept in HABIC bag.**
* Don’t hesitate to contact the HABIC office, Helen Holmquist-Johnson or Jasmine Marie if you have any questions or concerns.

**Please sign that you have read this information and understand it:**

**Signature:**

**Date:**

**HABIC -** Human-Animal Bond in Colorado

CSU School of Social Work – 1586 Campus Delivery - Fort Collins, CO 80523-1586

970-491-2776 – Email: HABIC@colostate.edu