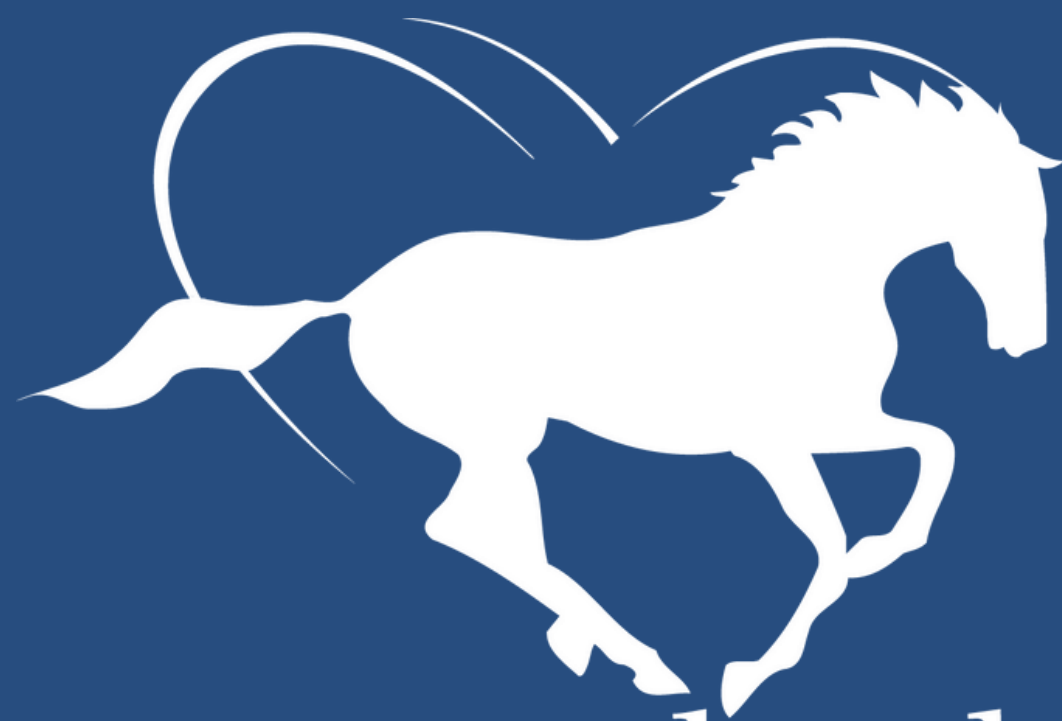


MARYLAND THERAPEUTIC RIDING'S

# PARTICIPANT MANUAL

*Updated 2024*

*Please read this Participant Manual and then  
sign and return the  
Receipt of Participant Manual form with your  
Application Packet/ Registration.*



Maryland  
Therapeutic  
Riding

1141 Sunrise Beach Road, Crownsville, MD 21032  
410.923.6800 (phone) 410.923.1432 (fax)  
[www.horsesthatheal.org](http://www.horsesthatheal.org)



# Receipt of Participant Manual

Maryland Therapeutic Riding, Inc. operates under guidelines established by the Professional Association of Adaptive Horsemanship International (PATH Intl). These guidelines allow us to provide quality equine experiences while ensuring safety for all participants. Please read this manual thoroughly and sign and return this page, acknowledging your receipt. Please contact us at 410.923.6800 if you have any questions. Thank you for your cooperation.

Participant's Name: \_\_\_\_\_  
(please print)

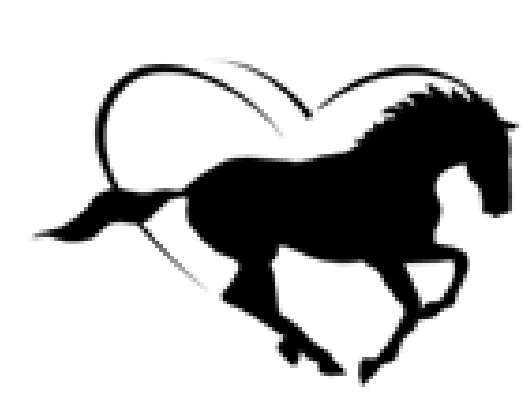
I have read, understand and agree to comply to the rules and policies in Maryland Therapeutic Riding, Inc.'s Participant Manual. I acknowledge that failure to comply with MTR's policies may result in dismissal from the program.

---

Signature of Participant, Parent, Guardian, or Caregiver

---

Date



# Service Descriptions

The Maryland Therapeutic Riding's (MTR) Equine Assisted Services are outlined below:

## **Adaptive Riding and Riding for Wellness**

Adaptive Riding at MTR focuses on teaching riding skills to participants with physical, cognitive, and/or emotional disabilities. Our PATH Intl. certified Instructors use the horse as an instructional tool to reach individualized goals and objectives. They receive specific training to be able to modify and individualize instruction to meet the participant where they need. Riding skills are taught based on foundations in dressage training. These programs also teach skills needed to appropriately groom and tack a horse in preparation for riding. Skills taught will vary depending on the rider. Our Riding for Wellness program is open to the community, but lesson slots are limited as we specialize in teaching individuals with physical, cognitive, and/or emotional disabilities.

In these mounted riding lessons, MTR considers the characteristics, age, riding level, and goals of all participants and will make recommendations on whether participants will be in a group or private lesson when scheduling. The maximum class size is three riders. Private lessons are up to 45 minutes in length and group lessons are up to 55 minutes in length. Participants may indicate their preference for a private or group lesson at the time of registration, but honoring a request is not guaranteed. For group lessons, appropriate rider match of age and skill level will be prioritized.

## **Equine Learning**

Equine learning lessons are unmounted horsemanship lessons for individuals interested in learning skills related to horse health and care, horse handling, barn maintenance and equine body language. This program allows participants to form a unique bond with the horse by learning how to communicate and work with the horse on the ground. Benefits to this program include increased confidence, problem solving and physical awareness, and may be a good fit for those not ready or who do not meet the requirements for mounted lessons. This program is open to those with physical, cognitive, and emotional disabilities, as well as those with no diagnosis, who are looking to improve their overall wellness through equine interaction.

## **Scheduling For Adaptive Riding, Riding for Wellness, and Equine Learning**

Participants register for an entire calendar session (Winter, Spring, Summer, Fall) which ranges in length from 7-13 weeks depending on the annual programming calendar. Registration is required for each session with current participants getting the first right of refusal to their current lesson time. Lessons in each program are scheduled weekly on the same day and time with a certified instructor. Private lessons are 45 minutes in length, and group lessons are 55 minutes in length.

## **Physical Therapy, Occupational Therapy, and Speech-Language Therapy**

Occupational, physical, and speech therapy sessions are therapy sessions with a trained and licensed therapist. The participant is mounted on the horse for some or all of the session at the discretion of the therapist. While mounted, the focus is not on learning how to ride, but rather it is on achieving their specific, functional therapy goals just as in a traditional clinical setting. Our credentialed therapists are specifically trained through the American Hippotherapy Association Inc. to partner with our horses to incorporate equine movement as a treatment tool within a participant's plan of care. When incorporating equine movement, the horse's movement influences the participant by engaging the participant's sensory, neuromotor, and cognitive systems to promote functional outcomes. The occupational/ physical/ or speech-language therapist directs the movement of the horse, analyzes the participant's responses, and adjusts the treatment accordingly. This strategy is used as part of an integrated treatment program to achieve functional outcomes. The therapist uses the horse's movement in conjunction with traditional therapy techniques. As part of the application, participants must submit a physician's prescription to participate in therapy.

The minimum age to participate in physical, occupational, or speech therapy is 2 years old. Enrollment for therapy is on an on-going basis from session to session based on current progress towards the participant's plan of care established by the treating therapist.

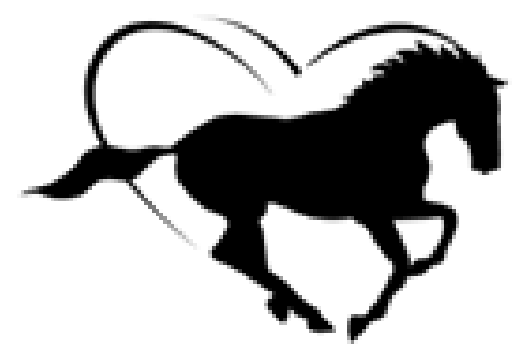
## **Equine Assisted Psychotherapy**

Equine Assisted Psychotherapy is defined as a form of experiential psychotherapy that includes equine(s). EAP are unmounted sessions with an EAGALA certified licensed mental health provider and equine specialist. An EAGALA treatment session consists of the client working with the horses, leading a process of discovery and change, and guided by trained EAGALA professionals. The horse's unique sensitivity to humans can help the client understand their own internal processes. Being able to experience their life story unfolding through the horses and the external elements in the environment, the client begins to gain deeper understanding into their inner world, thoughts, and behaviors. Through this process, change occurs naturally.

Horses provide reflective opportunities that can be utilized to meet individual, group, couple, or families' treatment goals. MTR partners with Ten Ten Counseling to provide these services and is able to accept Carefirst and Cigna insurance.

Equine Assisted Psychotherapy may benefit people with mental health needs, as well as those looking for overall life skill improvement. Examples include, but are not limited to:

- Self-esteem and confidence building
- Major life change and adjustment issues
- Anxiety Disorders
- Mood Disorders
- Communication skill development
- Connection and relationship building skills
- Trauma
- Grief and Loss
- Family Counseling
- Group Counseling



# Program Policies and Procedures

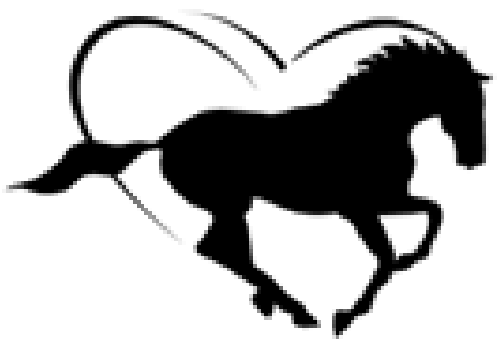
## **Statement of Participant Eligibility or Dismissal**

Eligibility for participation in MTR's programs is based solely upon an individual's ability to participate meaningfully and safely, provided the necessary resources are available including: an instructor, horse, volunteers and lesson/ session availability which meets the individual's needs.

As a fully accredited PATH Intl. operating center, MTR fully ascribes to the Precautions and Contraindications as recommended by the Medical Committee of PATH Intl. as well as Professional Standards. Therefore, our professional staff provides initial and ongoing evaluations for all prospective and active participants.

Due to the nature of adaptive riding and other equine related activities, there are individuals for whom MTR's programs are deemed inappropriate during the evaluation process and are not accepted for enrollment or not eligible to continue in MTR's programs. This determination is made on the basis of physical, behavioral and other limitations including PATH Intl. premier accreditation and safety guidelines.

Individuals accepted into MTR's programs are required to take part in periodic progress reviews and follow MTR's rules and procedures. During these reviews, or as a result of unusual occurrences during a program session, the MTR professional staff may find that continuance in the program for a given individual is inappropriate or contraindicated. For this reason, MTR reserves the right to discontinue the participation of an individual in its programs when it is deemed that discontinuance is in the best interest of MTR and/or the individual concerned.



# Program Policies and Procedures Cont.

**Maryland Therapeutic Riding reserves the right to decide we are unable to serve an applicant due to unavailable resource(s) and/or safety concerns including PATH Intl. guidelines relating to contraindications for participation.**

## Participation Criteria

### Mounted Programs:

- Physically able to sit symmetrically with torso upright and legs astride the horse during dynamic movement
- Physically able to maintain head and neck position independently in proper alignment with dynamic movement
- Able to tolerate a riding safety helmet
- Able to accommodate the movement of the horse without pain
- Adequate range of motion in hip(s) to sit astride

### All Programs:

- Does not exhibit physical or behavioral conditions that are contraindicated by PATH Intl. (see Medical History Form in application)
- Have current signed and dated paperwork – including Registration and Release Form, Medical History Form, and Annual Update Form
- Benefit physically, emotionally, socially and/or cognitively from services provided at Maryland Therapeutic Riding, Inc.
- Complete an intake assessment where trained staff evaluate eligibility
- Have general safety awareness around animals
- Able to express pain or discomfort
- Behave in a manner that is safe for self, horses and others

## **Weight-Carrying Capacity for Mounted Programs**

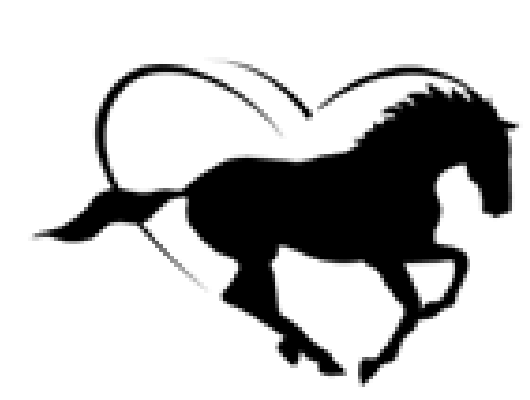
There are several factors used in determining the appropriateness of an individual to participate in mounted sessions. Weight-carrying capacity for each herd member is dynamic and based on a variety of factors. Each herd member's individual weight-carrying capacity is determined on a quarterly basis. Safety and comfort of both the participant and the horse are taken into consideration. We take the health and wellness of our participants, volunteers, instructors, and horses seriously at MTR.

Horses are selected for participants based on a participant's skill set, stability, equipment available, appropriateness of volunteers available, horse conformation, and participant's weight. Available herd members, volunteers, and providers are dynamic resources which can change. We do everything we can to be able to provide safe and effective services given the available resources at any given time.

Updated paperwork including participant's current height and weight are required at the start of each session to be able to determine if available resources are available to meet the participant's needs for the given session. MTR reserves the right to discontinue services or transition to alternative programs if available resources change within a given session.

## **Age Requirements**

The minimum age for OT, PT, and Speech therapy participants is 2 years old, 5 years old for Adaptive Riding or Riding for Wellness, and 8 years old for Equine Learning and Equine Assisted Psychotherapy. There is no maximum age limit.



# Program Policies and Procedures Cont.

## **Registration and Fees**

All participants must have a fully completed application prior to registering for a service or program. The current fee schedule is also attached. Registration will not be considered if the annual paperwork and annual fee have not been received. Any participant with an outstanding balance from a previous session will also not be placed on the schedule until their balance is made current.

*If medical reasons require a participant to take a calendar session off, confirmation must be provided by a physician at the start of registration and a \$100 holding fee will be collected to confirm their spot for the next session. A participant's spot can only be held for one session. Registration is not guaranteed based on dynamic resources available (equine partners, staff, volunteers, etc.) If a participant is not able to return, their spot will be filled and they'll be placed back on the waiting list if requested.*

## **Adaptive Riding and Equine Learning Enrollment**

All participants must complete a registration form prior to each session to enroll in the program. Enrolling in a session is a commitment to attend ALL weekly lessons as scheduled. Registration forms for each session will be sent via email when it is made available. When completing the registration form, participants may request their first choice of lesson type (private or group lesson). While every effort will be made to honor lesson preference, group spaces may be limited. If you have any difficulty downloading the forms, please contact the Program Department at 410-923-6800. Failure to maintain regular attendance to weekly lessons as scheduled may impact a participant's eligibility to register for the next session.

## **OT, PT, and Speech Therapy and EAP Enrollment**

Occupational, physical, and speech-therapy participants and EAP participants may enroll on a rolling basis and continue treatment until discharged. Occupational, physical, and speech therapy participants are required to submit an updated registration form at the start of each session with updated height and weight to ensure on-going appropriateness of mounted sessions. All program activities follow the yearly session schedule. OT, PT, and Speech therapy services and EAP services are scheduled to take place during scheduled Make-up Weeks. No programming or therapies will take place during scheduled Break Weeks.



# Program Policies and Procedures Cont.

## Payment Information

### **Adaptive Riding Payment**

Payment can be made for the entire tuition of a session by the first day of the session, or you may choose to make multiple payments over the session as outlined on the given registration form. Choice of payment must be indicated on the registration form. All participants will be asked to complete a credit card on file form. In the event that a session balance is not paid by the end of a session, the credit card on file will be billed for the balance. Payment can be made via check or credit card. *All families will be billed a \$50 annual registration fee at the start of the year or prior to the participant's first lesson.*

### **OT, PT, Speech Therapy**

Participants are billed on a weekly basis. Participants can choose to pay via credit card with the given card on file or payment can be made by cash/ check on the day of service.

Participants receiving OT, PT, or Speech therapy may request a superbill from the treating therapist to submit to their insurance for possible reimbursement for the given services. Participants accept full responsibility for all therapy services provided and payment is due at the time of service. MTR will not submit claims or additional documentation on behalf of participants. It is the participant's responsibility to know their health plan's limits and exclusions to therapy coverage. Participants who receive outside funding or are awarded scholarship funding from MTR are not eligible to receive superbills for therapy sessions. *All families will be billed a \$50 annual registration fee at the start of the year or after to the participant's first therapy session.*

### **Equine-Assisted Psychotherapy Payment**

Participants are billed on a weekly basis. Participants can choose to pay via credit card with the given card on file or payment can be made by cash/ check on the day of service.

MTR partners with Ten Ten Counseling in order to accept Carefirst and Cigna insurance. The out of network rate for Ten Ten Counseling is \$185/hr for the initial intake interview and then \$145.00 for all future 55- minute sessions and a receipt can be provided to submit to your insurance company for reimbursement. There is an additional \$50 for the initial intake interview and then \$75 fee for all future sessions for the Equine Specialist and horse usage fee billed directly by MTR.

### **Scholarships**

MTR, Inc. is a non-profit organization. Participant fees are necessary to help defray the expenses of equine assisted activities and cover only a small portion of the actual cost.

It is the policy of Maryland Therapeutic Riding (MTR) to provide financial assistance to MTR participants in an objective, fair and responsible manner. MTR is committed to providing this type of financial assistance to participants who **would not be able to participate** without this financial support.

Prospective participants and their families are expected to exhaust all other options of financial support prior to filing a scholarship application. Participants may not receive more than two sessions of scholarship assistance per calendar year. If a participant receiving a scholarship misses more than 30% of their lessons/ sessions within a given session, they will not be eligible to re-apply for another scholarship during that calendar year.

We ask that you contribute a share of the participation fee so that there will be enough scholarship funds available for all who need them. **Participants who receive funds from outside funding organizations do not qualify for an MTR scholarship.**



# Program Policies and Procedures Cont.

## **Outside Funding Requests and Policies**

Please note the following applies when receiving outside funding for services at MTR:

1. **Receiving outside funding does not guarantee a spot in a session for any program at MTR.** Openings are on a first-come, first-serve basis, with current participants getting first choice at registration. If we are not able to get you into a session, you will be put on a wait list until an opening becomes available.
2. Outside funding must be used within one year of Maryland Therapeutic Riding receiving the funds.
3. Extensions are available only in situations where a participant slot is not available within the one-year time frame.
4. Outside funding that has not been used within two years of receiving regardless of reasoning will be donated to MTR's Scholarship funding.
5. Participants must complete the MTR enrollment process (submitting a completed participant application for the applicable service) BEFORE outside funding requests can be made. Invoices or paperwork needed for the funding will not be provided if the individual has not completed their enrollment process.
6. Please allow the MTR Billing Department at least a one week (7 day) return on any outside funding requests.

*If you are applying for an MTR Scholarship, your completed Financial Resource Packet must accompany your registration form. If you are awarded an MTR Scholarship, you will be notified via email of the award given.*

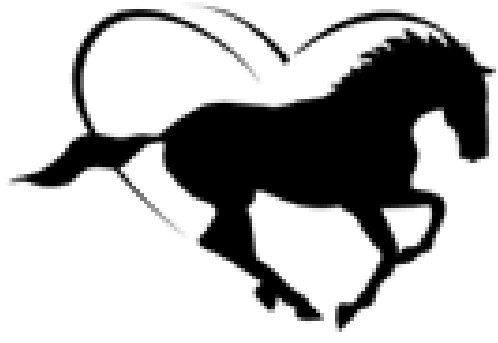
## **Annual Update of Paperwork**

It is a requirement of both PATH Intl. and MTR that ALL participants submit an Annual Participant Application Update January 1 (or stated deadline) of each new calendar year (or the first session of the New Year). This standard is regardless of how often an individual has participated at MTR during the previous year.

It is the participant's responsibility to be sure paperwork is current. Failure to comply will result in a temporary suspension from the program until paperwork is made current.

Submission of other paperwork such as IEPs and therapy evaluations are encouraged, as these assessments are a beneficial part of lesson/treatment planning. Participants with outdated forms will not be allowed to participate. If you would like MTR to release participant information, you must sign and submit the Participant's Consent for Release of Information form, found in the application packet.





# Program Policies and Procedures Cont.

## **Attire**

All participants must wear ASTM-SEI approved headgear while mounted. Participants are encouraged to purchase their own helmet. Shared helmets are available at the arena. Long pants are preferred; shorts are permitted, but not recommended, in warm weather. Nylon pants (such as warm-up pants or ski pants) are not permitted because they are too slippery against the saddle or pad. Hard soled shoes or boots with a heel are ideal for mounted sessions, but sneakers are acceptable. Sandals or open toed shoes are not permitted. Jewelry should be kept to a minimum.

Participants without appropriate footwear will not be able to participate in their scheduled lesson/session and their lesson/session will be forfeited.

Participants should dress appropriately for the weather conditions so they can be comfortable during lessons. All participants must wear closed-toe shoes. Remember to layer clothing during cold weather and to wear warm coats, heavy socks, long underwear or tights, gloves, and ear protection that will fit under the riding helmet.

In warm weather, please remember to wear light-colored clothing and apply sunscreen before riding. Participants may also want to bring their own water bottles.

## **Cancellation Policy**

Please find our cancellation policy for each program below.

**1. Cancellations by Adaptive Riders, Riding for Wellness, and Equine Learning Participants:** Once enrolled in a session, participants are responsible for attending all weekly lessons in that session. Refunds or make-ups will not be provided when participants cancel, due to the complicated nature of rescheduling riders, horse usage, and volunteers. Individual arrangements will be made on a case-by-case basis, primarily for extended illnesses and/or surgery with doctor documentation.

- Notice of participant cancellations must be given to the Program Department with at least two hours notice to give timely notice to our dedicated volunteers and providers. This greatly helps with volunteer retention, horse usage, scheduling, and daily operations.
- Three or more participant cancellations made with less than two hours' notice will result in ineligibility to register for the next calendar session.

**2. Cancellations by OT, PT, and Speech therapy Participants:** Consistent attendance to OT, PT, and Speech therapy sessions is imperative to achieve maximum progress towards the participant's treatment plan. Families must notify the office as soon as possible if a participant will be absent.

- Any absence or cancellation that is made to the office within 24 hours from the scheduled therapy session time will result in a \$75.00 late cancellation fee.
- When notice is given to the office with greater than 24 hours' notice from the scheduled therapy session, there will be no fee for the first planned absence within an MTR calendar session (Winter, Spring, Summer, Fall)
- Any *additional* planned absences beyond the first, within an MTR calendar session, where notice is given to the office with greater than 24 hours will result in a \$50.00 cancellation fee for each additional cancellation.



# Program Policies and Procedures Cont.

**3. Cancellations by Equine Assisted Psychotherapy Participants:** Consistent attendance to therapy sessions is imperative to achieve maximum progress towards the participant's treatment plan. Participants must notify the office or mental health provider as soon as possible if a participant will be absent.

- Any absence or cancellation that is made to the office within 24 hours from the scheduled therapy session time will result in a \$75.00 late cancellation fee.
- When notice is given to the office with greater than 24 hours' notice from the scheduled therapy session, there will be no fee for the first planned absence within an MTR calendar session (Winter, Spring, Summer, Fall)
- Any *additional* planned absences beyond the first, within an MTR calendar session, where notice is given to the office with greater than 24 hours will result in a \$50.00 cancellation fee for each additional cancellation. In addition, cancellations without advance notice of 2 or more weeks in succession may result in the loss of your appointment time. Please note that the cancellation term resets with each new scheduled MTR calendar session (Winter, Spring, Summer, Fall). A calendar is located at the end of this manual.

**4. Cancellations by MTR:** Every attempt will be made to avoid cancellations. However, there are situations that are unavoidable at times, such as equine health related issues, dangerous weather, and staffing. We appreciate your understanding and support regarding our cancellation policy.

If it is determined that sessions must be cancelled or altered, every effort will be made to make timely cancellation phone calls/texts to the number(s) provided. When texting or leaving a message, recipients will be asked to confirm that they received the message.

*In the event of a change in scheduling, provider availability, or horse availability, MTR will make every effort to make accommodations to provide continued services to participants through either mounted or unmounted lessons/ sessions. If an alternative lesson/ session plan is offered to a participant which is denied by the participant, the lesson/ session will be forfeited. No credit or make-up lesson will be given if the participant decides to opt out of alternative lesson/ session plans as deemed appropriate by the provider and staff.*

Please see more information below regarding cancellations due to weather.

PLEASE don't be a "No-show, No-call"- this results in:

- Unnecessary tacking and untacking of our horses.
- Inefficient use of staff and volunteers
- Excessive absences take up a time slot that could be used by another participant

***MTR Participant Texting Line***  
*to notify us of lateness/ cancellations:*  
**410-429-0535**



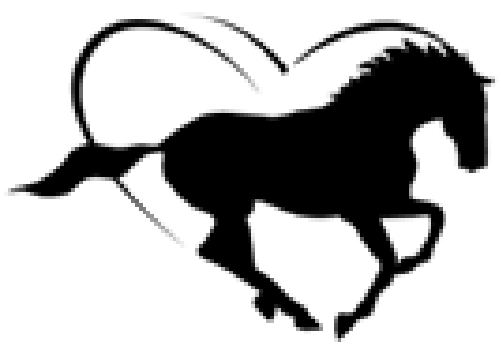
# Program Policies and Procedures Cont.

## **MTR Weather Policies and Procedures:**

MTR staff will check the weather for Crownsville, MD via [www.weather.com](http://www.weather.com) at least two hours prior to the lesson or session start time. Whenever possible, staff will check the weather the afternoon prior to morning lessons and sessions scheduled for the following day. Instructors, therapists, EAP team, Pony Partners and participants are encouraged to also track the weather related to their sessions and contact MTR with any questions or concerns.

## **Weather Related Cancellations/ Changes**

- Wind chill for the day is below 25 degrees
- Winds exceeding 25 MPH
- Heat Index:
  - OT, PT, Speech-therapy sessions will be cancelled when the heat index for the day is above 97 degrees.
  - When the heat index is 97-100, all Adaptive Riding lessons will be offered as unmounted lessons. If an Adaptive Riding participant chooses to cancel instead of having an unmounted lesson, their lesson will be forfeited.
  - All activities and therapies will be cancelled when the heat index is above 100.
- Tornado or hurricane warnings
- Severe rain or hail
- Snow and/or hazardous driving conditions.
- Unsafe conditions due to melting snow on the roof of the indoor arena or poor footing in either of the outdoor arenas.
- Weather related closures by Anne Arundel County Public Schools
- Thunderstorms: lessons may be canceled in advance if a severe thunderstorm warning is issued for Anne Arundel County. In the event of hearing thunder during a lesson, riders will be asked to dismount or discontinue horse interaction and wait in the waiting area for 10 minutes. Lessons may resume if no thunder is heard after 10 min. In the event of a significant storm, the remainder of the lesson may be canceled.



# Program Policies and Procedures Cont.

## **Late Arrivals**

Participants are given a 15-minute waiting period before changes to their lesson/ session occur. **After the fifteen (15) minute waiting period has passed, the volunteers will be instructed to return the horse to the barn.**

If participants arrive after the 15-minute waiting period and the horse has been sent back to the barn, providers may offer an alternative unmounted lesson/ session plan if resources are available, and it is deemed appropriate by the provider and staff. If resources are not available the lesson/ session will be cancelled.

OT, PT, and Speech-therapy participants and EAP clients will be charged a \$75.00 cancellation/ no-show fee.

## **Make-Up Weeks and Credits:**

MTR will provide two make-up weeks at the end of the winter session and one make-up week at the end of the Spring, Summer, and Fall sessions. Make up lessons are reserved for MTR related cancellations where alternative lesson/ sessions plans were not able to be offered to participants given available resources. All OT, PT, and speech-therapy and EAP participants will have sessions during the Make-up week(s).

- *For Adaptive Riding and Equine Learning participants, make-up weeks are utilized for cancellations that are made by MTR.*
  - If MTR does not cancel any lessons during the session, Adaptive Riding and Equine Learning participants may have the opportunity to purchase an additional lesson for that session. If participants cannot attend their make-up lesson, the lesson will be forfeited.
- Due to full lesson and session schedules, make-up lessons may be offered at different times.
- MTR Maintains daily attendance of riders and will keep track of any absences.

Break Week: All programs are closed during designated Break Weeks.

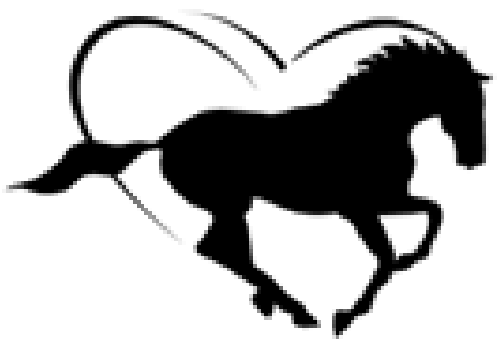
Credits:

**Credits will not be issued for any weather-related cancellations in the Spring, Summer, or Fall as of February 1, 2022.**

- Credits will be awarded in the event of a change in scheduling, provider availability, or horse availability, where MTR is not able to make accommodations to provide continued services to participants through either mounted or unmounted lessons/ sessions. If an alternative lesson/ session plan is offered to a participant which is denied by the participant, the lesson/ session will be forfeited. No credit or make-up lesson will be given if the participant decides to opt out of alternative lesson/ session plans as deemed appropriate by the provider and staff.
- Any awarded credits at the end of a session must be used during the next seasonal session. If credits are not about to be used during the next seasonal session, credits will be donated back to MTR.

## **Parking**

Dedicated participant parking is marked with signs and is available near the arenas and in the upper parking lot in front of the main office. Please note that the speed limit on the farm is 5 mph.



# Program Policies and Procedures Cont.

## **Designated Waiting Area and Observation Area**

For Adaptive Riding, OT, PT, and Speech-therapy participants, and Equine Learning, upon arrival for lessons/ sessions, participants and family members/caregivers should gather in the observation area in the indoor arena. Instructors/Therapists will meet participants at this location to select helmets and prepare for the lesson/ session.

Family members/caregivers and guests should use the observation areas in the indoor arena and outside the outdoor arenas for observation of lessons/ sessions. Children must be under the supervision of a parent/adult at all times.

EAP participants may wait in their cars or outside the Main Office for their therapist to meet them.

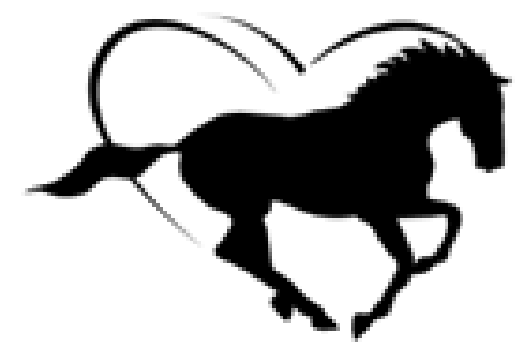
**Do not walk with the participant and their team to the field or the trail. Please leave the trail open for participants and teams of horses, volunteers, and instructors or therapists.**

**The barn is a busy place during lesson times. For your safety and the safety of others, please do not congregate in the barn, in front of the barn, or in the pathway leading from the barn to the mounting area. This area needs to remain clear for the horses. Only staff and volunteers are permitted in the barn, paddocks, and arenas.**



# General Barn and Farm Rules

- 1. Treats must not be offered to the horses by anyone at any time.** If you wish to donate carrots or apples, please bring them to the main office. No other types of treats will be accepted. It is important for the horses' health that these guidelines are followed. **Volunteers, however, are allowed all forms of treats such as cookies, chips, etc. Donations of treats for our hardworking volunteers are always welcome and appreciated and may also be delivered to the main office.**
2. For safety reasons, several areas around the farm are posted "Authorized Personnel Only". Please observe these signs during your visits. **Only staff and volunteers are permitted in the barn.**
3. Do not enter the mounting area. Mounting and dismounting is critical to the safety of the participants, staff, volunteers, and instructors. Only trained individuals are permitted to enter mounting and dismounting areas.
4. Do not interrupt instruction or therapy sessions unless there is an urgent need. Instructors and therapists need their undivided attention for the safety of participants. If there is a concern or request, please wait until participants have ended their lesson or session.
5. There is no smoking allowed on the property.
- 6. The speed limit on the farm is 5 mph. Please drive carefully.**
7. Dogs are not permitted on the property; this includes your car.
8. Parents, guardians, or caregivers must remain on the premises during lessons/sessions if:
  - the participant is under the age of 16, or-
  - The participant is in the care of or under the supervision of a parent, guardian, or caregiver.
- 9. Please supervise children at all times to ensure that they do not enter any restricted areas.** No running or fence climbing is allowed. Please encourage quiet play in the designated waiting and observation areas. This is for the safety of the children and to ensure that no horses are startled during lessons/sessions.
10. Photography is permitted as long as it is not interfering with the lesson/session in any way or startling the horses.
11. Do not enter the arena when the chain across the entrance is up that says, "Session in Progress." The chain indicates that there is a private, confidential Equine-assisted psychotherapy session taking place.

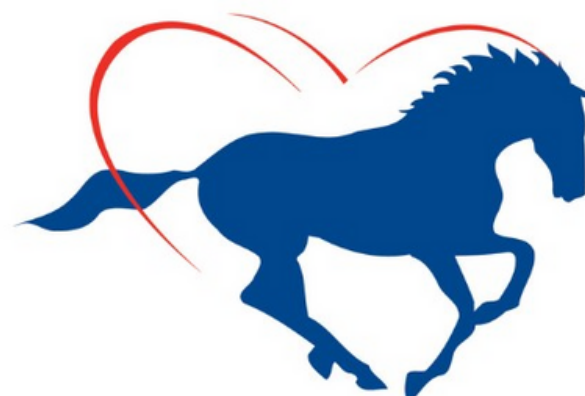


# 2024 Fee Schedule

Service	Fee	Payment Schedule
<b>Annual Registration Fee</b> (all programs and services)	\$50.00 per family	Due prior to first lessons/sessions in 2024
<b>Individual Adaptive Riding, Riding for Wellness, and Equine Learning</b> (lesson length up to 45 minutes)	Winter-\$595.00 Spring-\$1,105.00 Summer- \$595.00 Fall- \$1,020.00	Total fee due with registration or payment plan selected on registration
<b>Group Adaptive Riding, Riding for Wellness, and Equine Learning</b> (lesson length up to 55 minutes; 2-3 riders per group)	Winter-\$525.00 Spring- \$975.00 Summer- \$525.00 Fall- \$900.00	Total fee due with registration or payment plan selected on registration
<b>Individual Occupational, Physical, and Speech Therapy Sessions</b> (Incorporating hippotherapy)	\$135.00/ 60 min. therapy session	Due at the completion of each treatment session. Billing completed weekly.
<b>Private EAP Session</b> (session length 55 minutes)	In network with Carefirst, Blue Cross Blue Shield + \$75.00 horse usage fee. Out of network fee, \$145.00 + \$75.00 Intake, \$185.00 + \$50.00	Due at the completion of each treatment session and billed through Ten Ten Counseling's patient portal. Horse usage fee is billed directly through MTR. Billing completed weekly.
<b>Group EAP Session</b> (groups up to 12; session length 60 minutes)	\$75.00 per participant	Due at the completion of each treatment session

*\*A Good Faith Estimate for therapy services can be made available upon request.*

# Maryland Therapeutic Riding 2024 PROGRAM SCHEDULE



## **WINTER SESSION: 7 WEEKS**

**Jan 2-Feb 18**

Makeup Weeks:  
**Feb 19-25**

**Feb 26-Mar 3**

Break Week:  
**Mar 4-10**

## **SPRING SESSION: 13 WEEKS**

**Mar 11-Jun 16**

### **CLOSED:**

Spring Participant Horse  
Show

**April 20th**

Spring Frundraiser Event  
Week

**May 1-8**

Memorial Day Weekend

**May 25 and 27**

Makeup Week:

**Jun 17-23**

Break Weeks:

**Jun 24-30**

**July 1- 7**

## **SUMMER SESSION: 7 WEEKS**

**July 8- Sept 1**

### **CLOSED:**

Summer Events  
**July 22- July 28**

Makeup Week:

**Sep 2 -Sep 8**

Break Week:

**Sep 9-15**

## **FALL SESSION: 12 WEEKS**

**Sep 16-Dec 15**

### **CLOSED:**

Thanksgiving week  
**Nov. 25-Dec 1**

Hoedown on the Farm

**Oct. 5**

Makeup week:

**Dec 16-22**

Break Weeks:

**Dec 23-Jan 5**

**For scheduling questions:**  
call 410-923-6800  
email [programs@mtrinc.org](mailto:programs@mtrinc.org)





Participant parking is in front of the Main Office.

Make sure participant has mask and helmet on.

An MTR staff members will meet you at the car at your lesson time.

With your instructor/therapist, proceed to the arena hand washing station and wash your hands with soap and water for 20 seconds then dry.



Please practice social distancing!



Stay at least one horse length apart from each other.



# WELCOME BACK!

Here are a few steps you will need to follow when you come back to Maryland Therapeutic Riding

Parents/Caregivers if you have brought a chair you may place it in designated area.



Please practice social distancing while observing.

### **Don't forget to bring...**



Participants are required to bring their own, ASTM-SEI certified helmet.



Please also bring your own labeled water bottle.

We appreciate that you arrive on time and depart without delay (to keep everyone safe!)

