

YOUR BACKGROUND CHECK

As a Volunteer organization, we care about our program and the quality of the individuals who help us. Our board has decided to implement the process of a background check for all prospective members prior to being tested.

ATD feels it is an important process to assure we are bringing in members who are trustworthy. It is becoming a norm in our society to have volunteers go through a background check. It will provide the facilities we visit with a sense of comfort that our volunteers have been properly screened. Background checks prior to testing will also help to keep our insurance premiums low and thus, keep your yearly fees low.

ATD has selected Verified Volunteers to run the background checks on our volunteers. All information about the process is on our website, www.therapydogs.com. The cost for the background check is \$17.00, which also allows you to share the results with other organizations. The first share with one other organization is free.

When you complete the process, ATD will look over the results and notify you when you can begin the testing process. You will be sent a letter/email to present to the T/O who will be testing you and your dogs.

You can complete your background check from the ATD website: www.therapydogs.com.

Here are the steps:

- Go to www.therapydogs.com
- Click on **Join**
- Select **Be a Member**
- Scroll down and select **Begin your Background Check**
- Follow the directions to provide the necessary information to run the background check.

If you do not have computer access, please contact the office at 1-877-843-7364.

Once the background check is completed, you will receive an email/letter confirming your eligibility to take the ATD test. You may then contact a Tester/Observer to begin the testing process.

If, after one week, you do not receive emails confirming your application and then informing you of your eligibility status, check your computer's spam/junk mail folder.

If there is any concern about the background check, you will be contacted by ATD for additional information.