

# **THERAPEUTIC RIDING INSTITUTE**

## **Program Policies and Procedures during COVID-19 Infection Risk**

### **All**

1. During riding sessions, the number of individuals on the property will be limited to follow CDC guidelines.
2. Everyone **MUST** maintain Social Distancing whenever possible.
3. No one will be allowed on property for 14 days since the date that they returned from airline travel as designated by the CDC policies. Or if they live with someone who has travelled. Everyone will be screened for travel.
4. Everyone will be asked to attest to performing a Self-Assessment for COVID 19 flu symptoms each day. Persons may be asked to take their temperature upon arrival.
5. If any person, who comes on property, tests positive for COVID 19, they must inform TRI immediately.
  - a. The program **MAY** be shut down immediately for 14 days and possibly longer. This decision will be made by TRI's Executive Director and Program Director.
  - b. Anyone who was on site at the time of possible exposure will be contacted immediately.
  - c. If any person, who comes on property, is exposed to someone who has tested positive for COVID 19 all who were on site at the time of possible indirect exposure will be contacted immediately.
6. No one with signs or symptoms should come to the facility. Posters will be displayed with signs and symptoms.
  - a. Instructors will do a verbal health check with riders and volunteers in their sessions at the beginning of every session asking about: signs and symptoms, travel, and exposure. Documentation will be recorded in notes.
7. Everyone will wash their hands upon arrival and departure and in between riders.
8. Staff, volunteers, and student attendants will be asked to wear a CDC recommended mask when possible. We understand that many of our riders will not accept a mask.
9. Handwashing sinks are available in the Welcome Center, Tack Room, Admin Garage and Admin Office Building. Use will be limited to designated working area. Participants and guests will use the Welcome Center. All restrooms and sinks will be disinfected at the end of every day.

### **Rider Screening**

1. A customized Risk Benefit Assessment will be completed for each rider prior to acceptance into the current session. This assessment will also include a copy of this TRI Policy and Procedures During COVID-19 Risk. Acknowledgement will be signed by the participant/family.
  - a. If a risk/benefit assessment is performed, and a significant greater risk is determined, particularly with patients with respiratory or immune issues, families may be asked to get an additional doctor release, or an alternate option to riding may be explored.
  - b. A risk/benefit assessment may indicate specific considerations; this will be a case by case basis.
  - c. A risk/benefit assessment that the rider would be at greater potential of exposing others, albeit inadvertently, will be performed. For instance, a person who sneezes a lot or drools—the rider would be required to wear a mask.

### **Family/Rider Procedures**

1. Only **ONE** parent/guardian can attend sessions with the participant(s). **NO** siblings will be permitted to be out of the car during the lessons, even if they are a current participant.
2. Riders will be asked to have their own helmets if possible. These **MUST** be a certified ASTM/SEI riding helmet and must fit properly. TRI will assign a helmet to riders who do not have one. This

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helmet will be assigned to this rider for duration of session when possible. All helmets will be disinfected after each use.

3. Family/Caretakers will be asked to remain in the Clubhouse at a Social Distance or in the grassy horseshoe area or their own vehicle.
4. Families will bring their own chairs. They can bring a simple folding chair.
  - a. TRI furniture, picnic tables, chairs, bleachers will be removed or blocked off.
5. Riders will wait in cars until the start of their lesson. At that point, a parent/guardian can bring them to the designated check-in area.
6. Families will be asked to leave promptly after class to allow for disinfecting and to limit the number of people on site. We will not be permitting anyone to enter the barn to pet horses for now. We will also not be accepting any sort of treat (carrots, apples, etc.) for the horses.

## **Volunteers**

1. Volunteers will wear face masks the entire time participants are present.
2. Volunteers will be encouraged to bring their own masks however a small supply will be available on site.
3. If volunteers want to wear gloves during the session, they can come on site, wash their hands, and put the gloves on just before the lesson – making sure to NOT touch anything prior to entering the arena. This process will be repeated between each rider.
4. Volunteers will be trained in proper face mask use, hand washing techniques and signs/symptoms of COVID 19. Training will be documented.
5. No hand jewelry will be worn. Only easily washable watches with minimal grooves may be worn such as a fitbit etc.
6. Volunteers on arrival will wash hands and report to a staff member before entering barn. Staff/Authorized Personnel will be grooming/tacking horse. Horse handlers will be getting horses from stalls using assigned biothane lead rope. Side walkers will wait for riders.

## **Program Staff**

1. Instructors will each have an infection control apron. The apron will contain supplies to mitigate contamination by bodily fluids including properly folded masks, sanitizer, tissues, Ziploc bags (for soiled tissues), and gloves.
  - a. Gloves will be worn with riders who are drooling, hands in mouth/nose, any other instance where they are considered needed.
  - b. Aprons to be cleaned in between each lesson.
2. Instructors will wear their masks during mounting and whenever within proximity of others but will remove and store mask according to CDC infection control guidelines when further away for clear communication.
3. Staff will be trained in COVID 19 symptoms, Handwashing/ Eye/Face Safety, Personal Protective Equipment use, Blood Born Pathogen, and safe biohazard disposal.
4. Instructors will provide assistance to riders from the side or back as much as possible- avoiding standing directly in front of them as much as able.
5. Instructors have been trained in biohazard procedures.
6. Staff will manage all for proper social distancing- not normal in our environment- so many will need reminders initially.
7. Instructors have the authority to remove any person who they feel may be COVID-19 symptomatic, been exposed or are not following Risk Management policies.

## **Administrative Staff**

1. The Executive Director is responsible for the oversight of all TRI Administrative Staff.
2. All protocols must be followed to include, but limited to, proper hand washing, limited numbers of people, daily assessment, and social distancing while in offices.

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## Programming

1. TRI will use a Phased approach to resume Programming. TRI has the right to terminate programs at any time. Each week the Executive Director and Program Director will evaluate the CDC, State, Local recommendations in addition to our own population of participants.
2. Initially there will be a maximum of 10 people allowed in the arena at a time. This includes staff, volunteers, and participants. Lessons will be a half-hour in length and will NOT include any grooming or tacking. Participants will not be allowed in the stables.
3. Items used during lessons will be limited and will be disinfected between each use.
4. All tack and lesson equipment will be placed in the designated area to be cleaned and/or switched out in between each lesson. Once the equipment is disinfected to the best of our ability, it will be returned to the tack room by authorized personnel only.

## Horses

- After each participant: Horses will be wiped down along their withers, neck and head.
- Weekly: Horses will be properly bathed weather permitting.

## Tack

1. Will be cleaned by staff and/or trained authorized personnel.
  2. Will document when tack is cleaned.
  3. There will be a designated area for equipment to be cleaned before it is returned to our Tack Room.
  4. All cleaning will follow CDC guidelines.
- *Grooming items* (to only be used by staff and/or authorized personnel)
    - After each use: Spray all tools and outside of box with disinfectant.
    - Once a week: Will be submerged in a disinfectant solution.
  - *Reins*
    - We will use biothane reins that can be more easily cleaned.
    - After each use: Reins will be cleaned with a disinfectant solution.
  - *Saddles*
    - We will use covers for the saddles that are designed to be used for riding.
    - After each use: Cover will be carefully removed and disinfected.
    - Each week: Saddles will be cleaned with saddle soap each week and then conditioned.
  - *Lead ropes and halters and Stirrups*
    - *Leather Halters/Bridles*
      - After each use: Will be wiped down with a disinfectant wipe.
      - End of the day: Will be cleaned with leather soap.
      - Each week: Will be conditioned.
    - *Lead Ropes - Biothane*
      - Each day a lead will be assigned to each horse leader and disinfected when done.
    - Stirrups will be wiped down after each rider.
  - *English pads*
    - *English Pads*
      - Pad Covers will be used when possible. These will be changed between riders.
      - End of the day: The outer side (that does not touch the horse) will be sprayed heavily and thoroughly with Disinfectant spray and will air dry overnight.
      - Weekly: Saddles Pads will be washed with bleach.
  - *Lesson Supplies/Toys/Equipment*
    - After each use: Will be disinfected.

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- End of the day: Will be submerged in a disinfectant solution following CDC guidelines, and then air-dry overnight.
- *Helmets*
  - We are recommending that all students purchase their own ASTM/SEI riding helmet. Please contact us for assistance on correct sizing and the correct helmet to purchase.
  - If a TRI helmet is provided for use, rider will be asked to wear a head covering under it.
  - TRI provided helmets will be cleaned:
    - After each use: Thoroughly spray the outside and inside of the helmet, including straps, with disinfectant spray until they are saturated for 5-minutes and then air dry.
    - Weekly: All helmet liners will be removed, and machine washed in hot water.

## **Facility**

1. TRI will disinfect gate latches, cross tie snaps, hose ends, doorknobs, light switches, ramp rail, and stall latches twice a day.
2. All common areas will be cleaned daily.
3. Disinfectants will follow the CDC and OSHA guidelines.
4. All restrooms will be cleaned daily.
5. A sink with hot and cold running water is available in the Tack Room, Welcome Center, Admin Garage and Admin Office building for authorized personnel to wash their hands. These will be disinfected daily.
6. Hand sanitizer, gloves, masks, disinfectants are available throughout the facility.
7. The Administrative Offices will be off limits to non-staff members or unauthorized volunteers for the time being.

***Staff, Volunteers, Participants, Caretakers and Guests will be asked to acknowledge and understand these policies the first time they return to the TRI facility after the re-opening.***