



**AUSSIE
ANGELS
ASSISTANCE
DOGS.ORG**

Head Office and Training Centre

247 O'Donneltown Road
West Wallsend NSW 2286

Administration Queensland

14 Coolcrest Street
Daisy Hill 4127
ABN 24206341093

www.aussieangelsassistancedogs.org

This is a brief overview of our Application Package

Application Cover Letter Assistance Dog Applicants

IMPORTANT: Please read this letter BEFORE beginning the application. If you require assistance in completing this application, please contact us at liaison.aaad@gmail.com or info@aussieangelsassistancedogs.org

Dear Applicant:

Thank you for your interest in obtaining an assistance dog from Aussie Angels Assistance Dogs Inc. (AAAD). Enclosed is an application packet; that must be completed in its entirety (sections relative to your disability) before we will process your application. ***Incomplete application packets will not be considered*** it is your responsibility as the applicant to ensure all application requirements are met.

Please make a copy of your completed packet for your records then email to liaison.aaad@gmail.com for our Selection Committee to review. You will be notified if any additional information is needed PRIOR to you mailing your application to the administration address on this letterhead.

Your packet contains all of the following materials:

- | | |
|---|---|
| <input type="checkbox"/> Assistance Dog / Companion Application FAQ | Autism Questionnaire |
| <input type="checkbox"/> Eligibility Criteria | Autism Medical Report |
| <input type="checkbox"/> Code of Conduct | |
| <input type="checkbox"/> Membership | Diabetic Questionnaire |
| <input type="checkbox"/> Program Fees | Diabetic Medical Report |
| <input type="checkbox"/> Procedures and Protocols | |
| <input type="checkbox"/> Photography / Media Release | Mental / and Emotional Health Questionnaire |
| <input type="checkbox"/> Personal Info & Housing | Mental / Emotional Health Report |
| <input type="checkbox"/> Employment | |
| <input type="checkbox"/> Income & Identity | Mobility Questionnaire |
| <input type="checkbox"/> Mobility Medical Report | Mobility Report |
| <input type="checkbox"/> Emergency Medical Info | |
| <input type="checkbox"/> Disability Report | Seizure Assist Questionnaire |
| <input type="checkbox"/> Living with an Assistance Dog | Seizure Medical Report |

If your Expression of Interest is approved by our and our Selection Committee, the next step is a scheduled interview minimum phone conference call preferred method Skype or similar with your family and a program counselor. Then mandatory Education program will be scheduled.

[Cover Letter page 1](#)

Please Note: Being approved, being placed on the waiting list or going through the interview process home or virtual home visit, and then a home study evaluation (3 online classes Plus 2 additional classes for Alert / Response Dogs), completing these steps do not create a contract between the applicant completing this form and Aussie Angels Assistance Dogs Inc. or any of its members or affiliates.

After completing all of the steps above, the Committee will meet to determine your eligibility to receive a puppy / dog from our program.

Fee payable with Application

A non- refundable \$50 application fee is payable at time of application.

Payment Methods Direct Debt. ANZ Glendale
BSB: 012493
A/C No: 452944731
Cheques/Money Orders payable to:
Aussie Angels Assistance Dogs Inc

Please email or post Direct Debit Advice/ Receipt sec.treas.aaad@gmail.com

Post cheque to: Gail Armstrong
14 Coolcrest Street,
Daisy Hill QLD 4127

If you have any questions regarding *completing* this application, please do not hesitate to contact us along the way by phone or email.

Kindest Regards, on behalf of the AAAD Team



Gail Armstrong
liaison.aaad@gmail.com
Landline 07 3388 6410
Mobile 0450 716 95



APPLICATION FOR AN ASSISTANCE DOG

Questions and Answers

Do I need an Assistance Dog or a Companion Dog?

The application process is the same as, a high level of training is given to both classifications of dogs. The difference being Public Access which requires a longer term of training and commitment;
Not all applicants need a dog or qualify for a dog to go everywhere with them in a lot of circumstances an in home companion dog meets the applicant / family needs exceptionally well.

Completing the application and your privacy

Please take the time to answer every question on the following pages. We would like to take this opportunity to assure you that your information will be used for the purpose as described on this application and will not be shared with organisations not affiliated with Aussie Angels Assistance Dogs Inc. and not required for the purpose of completing the assessing and completing of this application. We respect your privacy and while you are not obliged to answer all of the questions contained in this questionnaire, your answers to these questions will help us to assess your application and to match you with a suitable dog.

How do I apply on my child's behalf? A parent or guardian may complete this form for a child applicant aged 3.5 to 18 years. Answer questions in the application as though the child were completing the application. Where it asks for employer, provide name of school. In "Partner or Carer's Name/s" put the names of the parents. With the phone numbers, write each parents name next to the phone number. Continue completing the application in this manner.

If you experience difficulties completing the form, please contact us.



Eligibility Application Criteria

The following criteria must generally be met to apply for an AAAD Assistance Dog.

All Members have to abide by our Code of Conduct regarding assistance dog etiquette.

1. Applicants must be at least

- 3.5 years old for either Autism / Emotional Support / Mobility Assist
- 5 years old for either Diabetic Alert & Seizure Assist

As waiting times do vary; and at times lengthy, an early application can enable us to provide a dog when your child reaches our guide age.

2. Younger Applicants may apply and will be considered on a case by case basis.

If an applicant is below the age of 18 they must have adequate support from their parents / carer
The applicant must have had enough time to come to terms with their condition

3. The Applicant / Parent / Carer must be able to meet the emotional, physical and financial needs of the assistance dog and provide a stable home environment.

4. The Applicant / Parent / Carer must be mature enough to actively participate in the learning process and continued training of the assistance dog, and be capable of managing the dog correctly.

5. The Applicant must be active enough to utilize a dog, have adequate verbal or be able to communicate through other means to command a dog and be physically able to control a dog.

5. The Applicant must be actively pursuing the goal of independent living and seek to improve the quality of their life through the aid of an assistance dog / companion dog therefore, be seen that they would benefit from a AAAD partnership

7. Understand that the dog is a working dog, like Guide or Hearing Dogs and would wear a AAAD vest whenever out and about in public to show this. It is important to understand that when you are seen in public with an assistance dog you are liable to attract interest in both yourself and your health condition

8. Log books have to be completed regularly and effective communication is necessary to all programs and failure to comply can jeopardise your training success and or your entitlements.

Diabetic Alert and Seizure Assist Also

1. Must be prepared to keep episode records of the dog and his work
2. Strong Communication between Applicant and AAAD Team Support Worker
3. Have frequent
 - A) Diabetic hypoglycaemic episodes,
 - B) Epilepsy seizures

Diabetics

1. You must have type 1 or 2 diabetes, with little or no hypoglycaemic awareness. (Please note, the use of an insulin pump or continuous BSL monitoring does not exclude you from applying)
2. Needs to be happy to regularly monitor their blood sugar levels and keep detailed records.

Children and Team Dogs

Assistance Dogs & Comfort / Companion Dogs being placed with children

These dogs are known as 'Team Dogs' as they can assist not only the child with special needs but the parent / carer who is responsible for both the care of the child and the dog.

There is strong evidence of the value of dogs in all early intervention programs especially for those that sit on the autism spectrum. In our experience we have found that our guideline of minimum age 3.5 years does facilitate the best results.

Although we look at every applicant individually and will accept younger children; we are finding that when the **DIABETIC child** is nearer to the age of 6 -7 that the partnership is more successful. As the transition of becoming the child's dog and only receiving support from the parent is easier than a dog that's has long term been solely working for the parent.

OWNER DOG

It can be feasible to train your own dog as a Companion / Assistance Dog and we would happily assess your dog. However, it is also important to be aware that being compliant with Assistance Dogs International guidelines, there are standards and temperament criteria that your dog would need to meet to qualify as an assistance dog, such as Guide and Hearing Dogs have to, as they will be able to access public places. Therefore, there would be no guarantee that your dog would be suitable and would pass the assessment.

If you only require companion level dog with no public access, we can be more flexible.

[Eligibility Criteria page 2](#)



Code of Conduct

Remember every time you go out with your assistance dog you are acting as ambassadors for the entire assistance dog community.

Many people you encounter on a daily basis will never have seen an assistance dog team in action. So do your utmost to leave others with a positive impression.

Your dog should be sanitary and well-groomed before leaving home. Your dog should be bathed and brushed regularly. Nails should be trimmed to an appropriate length.

Firstly, know the Law.

Always be courteous and polite.

Remember that your right to be accompanied by your dog is Federal Law. Show your ID's and your Assistance Dog Explanation Card, You will also be given a Business Card with the Disability Discrimination Act of 1992 Section 9. Federal Law regarding the rights of assistance dog handlers and their dogs.

If you are still refused ask for the Manager and ask them to call one of our Reps if you are still refused entry. Remain calm.

Maintain an image of professionalism:

Your dog should have his identification / working coat on. You should always carry your ID's. Not only will this reduce access challenges for you but it also sends a message that you're a legitimate team.

Conduct your interactions with your dog in a professional manner.

Be patient with well-intended members of the public:

The use of assistance dogs is still a foreign concept to many people. Not everyone will "get it" from the start, but positive reinforcement can go a long way when educating others about assistance dog etiquette. Let others know when you appreciate their consideration and willingness to learn.

Training a dog to the highest standard:

When your puppy or young dog is still being trained, do not scold or over reprimand especially in public correct the behaviour positively and reward if he/she has an accident clean it straight up and apologise if needed.

An assistance dog should demonstrate impeccable basic obedience skills, excellent social manners and practical skills necessary to work in the real world. This takes patience, practice and time.

General Rule:

Your assistance dog should not sit, stand or walk on a surface that is not appropriate for human foot traffic. Unless disability related duties require otherwise.

Do not allow your dog to interfere with others:

It is your responsibility to ensure your dog does not bother others. He or she should not solicit attention, vocalise or act in a manner that is disruptive to those around you.

Prevent, clean or neaten up after your assistance dog:

If your dog is a shedder pre groom before an outing and use a location mat to minimize fur left behind. Handlers of droolers have and use a cloth or wipes to clean off affected surfaces and / or to wipe the dog's mouth as needed.

Remember to replace moved chairs or repositioned tables that were moved for the comfort of your dog.



APPLICATION FOR AN ASSISTANCE / COMPANION DOG FEES

On Application:	Application Fee	\$ 50
Home Visits:		
	Local to AAAD Rep Home Visit Fee Petrol Expenses up to	\$ 100
	Regional Applicants Virtual Home Visit consisting video and Skype Interview	\$ 0

Pre -Acceptance Education Fee

On Line Classroom Fees (Non-Refundable) will be deducted from price of puppy / dog listed below on successful completion.

Assistance and Companion Dogs	\$ 500
Diabetic / Seizure Alert Dogs	\$ 700

Please note your Pre Acceptance Education Fee will be utilised as part payment of our program fees i.e. Deposit on breeders waiting list

After meeting Pre - Education / Training Requirements Acceptance is validated AAAD requires A non-refundable deposit of and your membership fee.	\$ 700
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New Memberships to those who have their application approved in:

July to March normal membership fees apply	\$ 250
April a pro-rata membership fee applies as our fees are renewed in June each year	\$ 75
May & June a membership fees this payment includes the following financial year	\$ 300

Puppy/Dog Placement Fee

8-9 Week Baby Puppy. (Straight from breeder)	\$ 3,700
3 Months plus Puppy/Dog:	\$ 4,500

This price includes your first stage trained puppy / dog, extra vaccinations and neutering costs. All health care products i.e. parasite control flea, tick, heartworm, intestinal worming plus feed and board.

Please Note

This price includes puppy transportation to your nearest airport:

Door to Door can be arranged at your cost.

1 Vest Hire

A one off public liability insurance levee payment covering your puppy /dog as long as you remain a financial member of AAAD

Owner Dogs

Application, Membership Fees, and Insurance Levee Apply as above.

Your Dog Joining our team fee is determined at time of application.

Training Fees

TRAINING IS FREE IF YOU ABIDE BY THESE SIMPLE TERMS.

Our Programs are all volunteered staff and although we offer free training and ongoing support. You the client has to realise it is your responsibility to keep within our training guidelines.

Enrolling in Puppy Classes, Dog Obedience Club or doing Obedience Training through a private trainer plus taking the time to keep training logs and or alert records.

If you have documentation in your log i.e. sign off forms from completed puppy classes, obedience classes etc. These signs off form will be made available to you or provide a copy of your certificate of completion, or elevation into the next grade will be accepted.

Keep in contact with your rep regarding socialisation and manners, imprinting / shaping of assistance dog tasks as well as notifying your rep of any problems so training can be altered so the undesired behaviour can be modified your training is free.

If you have unforeseen circumstances that inhibit you training your puppy / dog, we need to be notified so a catch up workshop for your puppy / dog can be arranged.

If you have not notified us that you / your child's puppy is experiencing problems and or has fallen way behind with his / her training.

Your puppy's catch up training will incur a charge this fee will be given directly to the trainer. Because it is your responsibility and your commitment to training that makes this program successful and cost effective for all involved.



APPLICATION FOR AN ASSISTANCE / COMPANION DOG Procedure & Protocols

All Applicants must complete every applicable section of this application.

Applicants should email, their package wait for Selection Committee to notify you that your written application should be sent along with any additional information asked for. Remember to scan, save, or make a copy of your application before posting.

If approval is received a home visit or virtual home visit with applicant, family and /or support carer. After approval is received at this stage.

All Applicants, family or carer are required to attend 3 on line classes by a free to you computer app download or by attending class by your phone.

The last application stage is successfully completing mandatory classes

Class Course Fees have to be paid before commencement but this fee will be deducted from the cost of your puppy on successful completion of course.

Class Outlines

Introduction of our program Protocols and Procedures

Also in this class a before you get your Puppy / Dog. Training guidelines and reading material

Revision plus what happens, after Puppy Arrives class explains common settling in problems and puppy issues.

Revision and Question Time Also puppy interactions with applicant and family with reference given to your particular type assistance dog; Autism, Diabetic Alert, Emotional Support, Mobility Assist and Seizure Assist.

Additional Classes Seizure Assist Dogs

Covering Alert Encouragement and importance of Observation and Bonding of puppy and record keeping.

Diabetic Alert Dogs

Covering Alert Encouragement and importance of observation sharing diabetic life routine and collecting scent samples

Covering Scent Training and Alert Response.

All Applicants have to acquire a strong understanding of their course material and have displayed the level of commitment need to succeed.

If the applicant for unforeseen reasons cannot complete the classes, they are welcome to re-sit them. Clients may also be asked to re-sit classes to reach the required level of understanding and. and knowledge at no extra cost.

After successfully completing your course the AAAD will give final validation to your application; you will receive formalization of your acceptance into our program a suitable puppy / dog will be procured for the candidate.

The Waiting Procedure

For a Puppy, you will be notified when litters become available and then when early assessment of puppy is obtained and shows suitable traits you will be notified and a further deposit of \$700 must be paid and Puppy will have to be paid in full 7 days before pick up or delivery unless a written special circumstance request has been approved in writing.

For the older puppies and dogs, you will be notified that a suitable dog is available and a meeting with dog and trainer will be conducted. If a match is made a further deposit of \$700 must be paid, plus full payment available as puppy / dog may leave with the candidate or withheld for further training to meet any special requirement. At this stage the candidate will be expected to pay for feed and health care while their puppy / dog is at the training center and payment will be necessary before puppy / dog is picked with a handout lesson or workshop which will be prearranged. If your puppy / dog is flown to your nearest airport in most cases it will be accompanied with our trainer and you will receive a handover lesson. Puppy and Trainer's travel costs have to be paid for.

Older puppies and dogs will have to be paid for in full before being handed over unless a written special circumstance request has been approved in writing.