

Trainer Endorsement Programme



apdtnz

association of pet dog trainers new zealand

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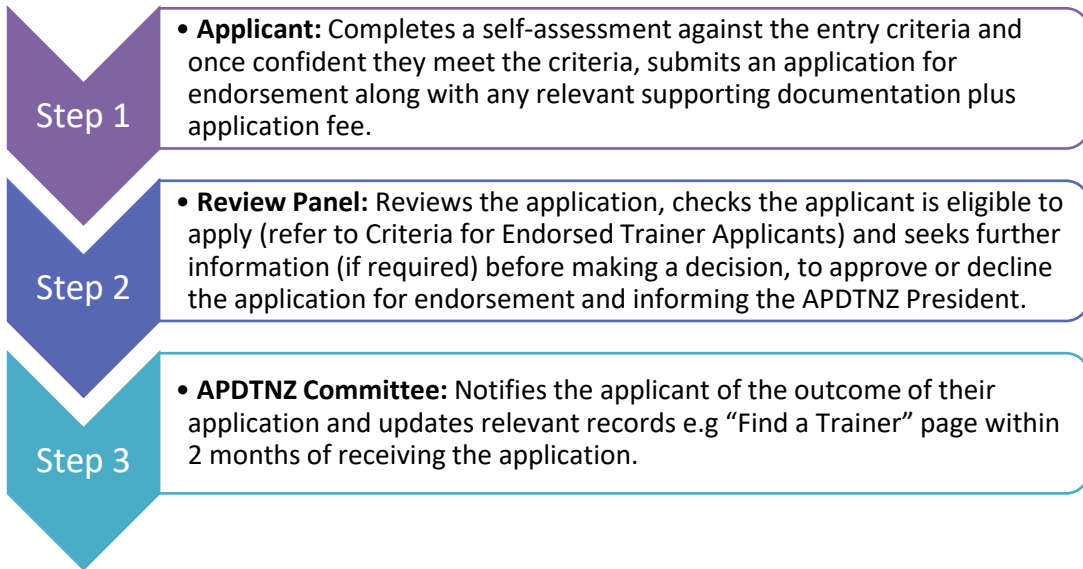
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1 Endorsement Process

The Trainer Endorsement Programme is open to Full Members. In order to become an endorsed trainer through the APDTNZ's Trainer Endorsement Programme (TEP) members must go through an initial application process and then maintain their endorsement through a maintenance and renewal process.

1.1 Initial Application – Becoming an endorsed trainer

The initial application process to become an endorsed trainer is split into 3 steps:



Successful applicants:

When an application is successful, the trainer will be considered “endorsed” and in recognition of achievement the APDTNZ will only show Endorsed Trainers on their “Find a Trainer” page and will be permitted to use the APDTNZ Endorsed Trainers logo on their marketing material and website.

Once approved a trainer will be endorsed for a period of 3 years from the date their endorsement was granted. Leading up to the expiry of the endorsement the trainer will be notified and given an opportunity to renew their endorsed trainer status (at which point criteria for renewal will apply).

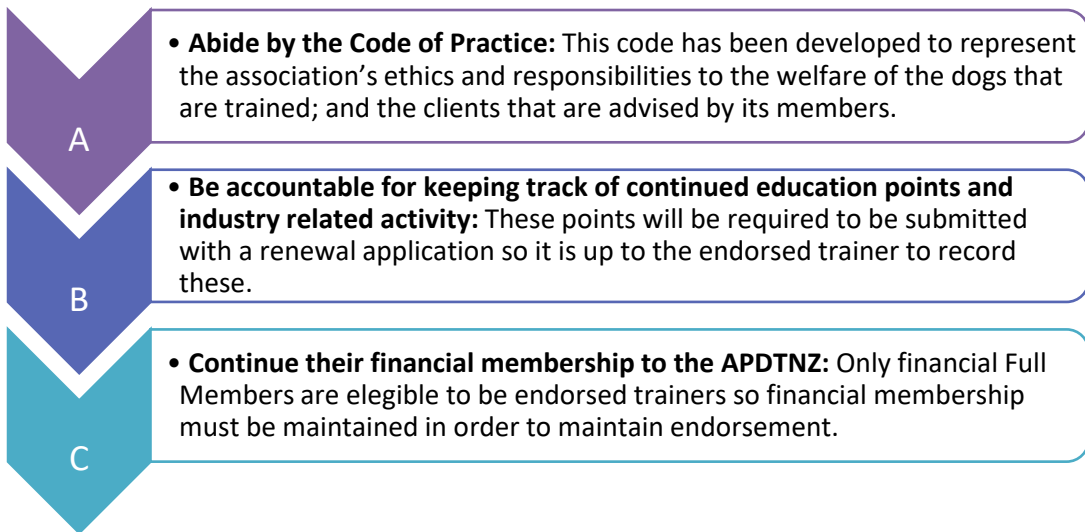
Unsuccessful applicants:

If the application is not successful, the trainer will be informed of what criteria they did not meet and, at the discretion of the Review Panel, the applicant may be given a period of 30 days to provide additional information or address any identified issues with their application.

The Association wants to support trainers applying for endorsement to be successful so if for any reason endorsement cannot be awarded, ongoing advice and guidance will be available to the applicant where possible to enable them to reapply and be successful with future applications.

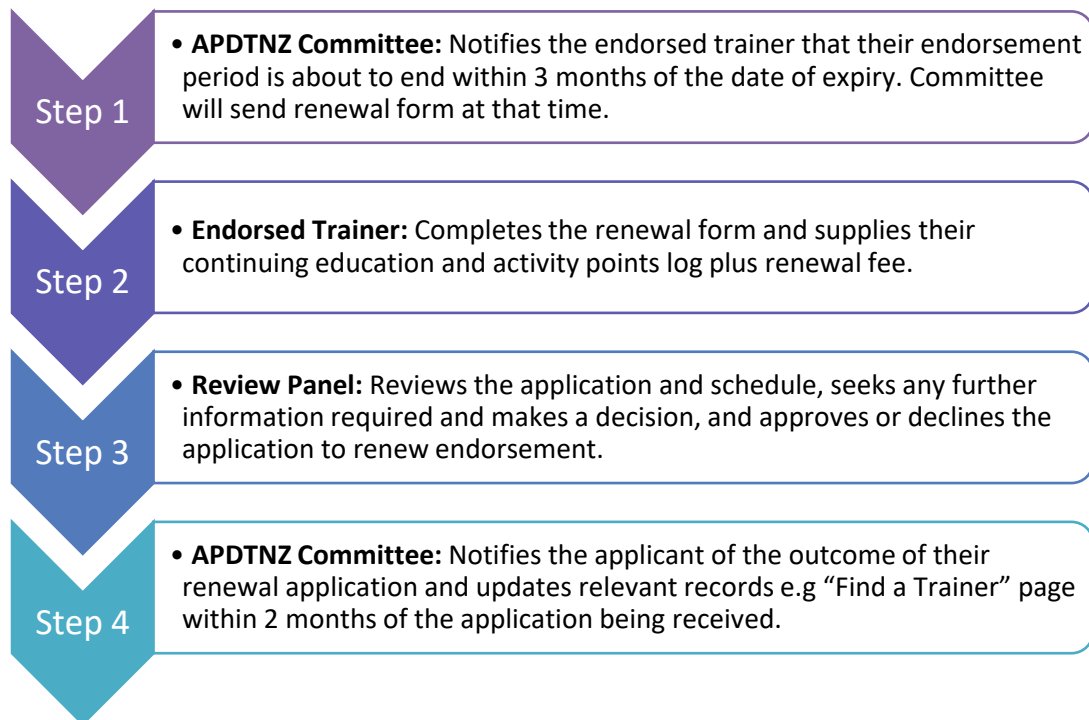
1.2 Maintaining Endorsement – As an endorsed trainer

During the period of endorsement, trainers are required to:



1.3 Renewing Endorsement – Continuing to be an endorsed trainer

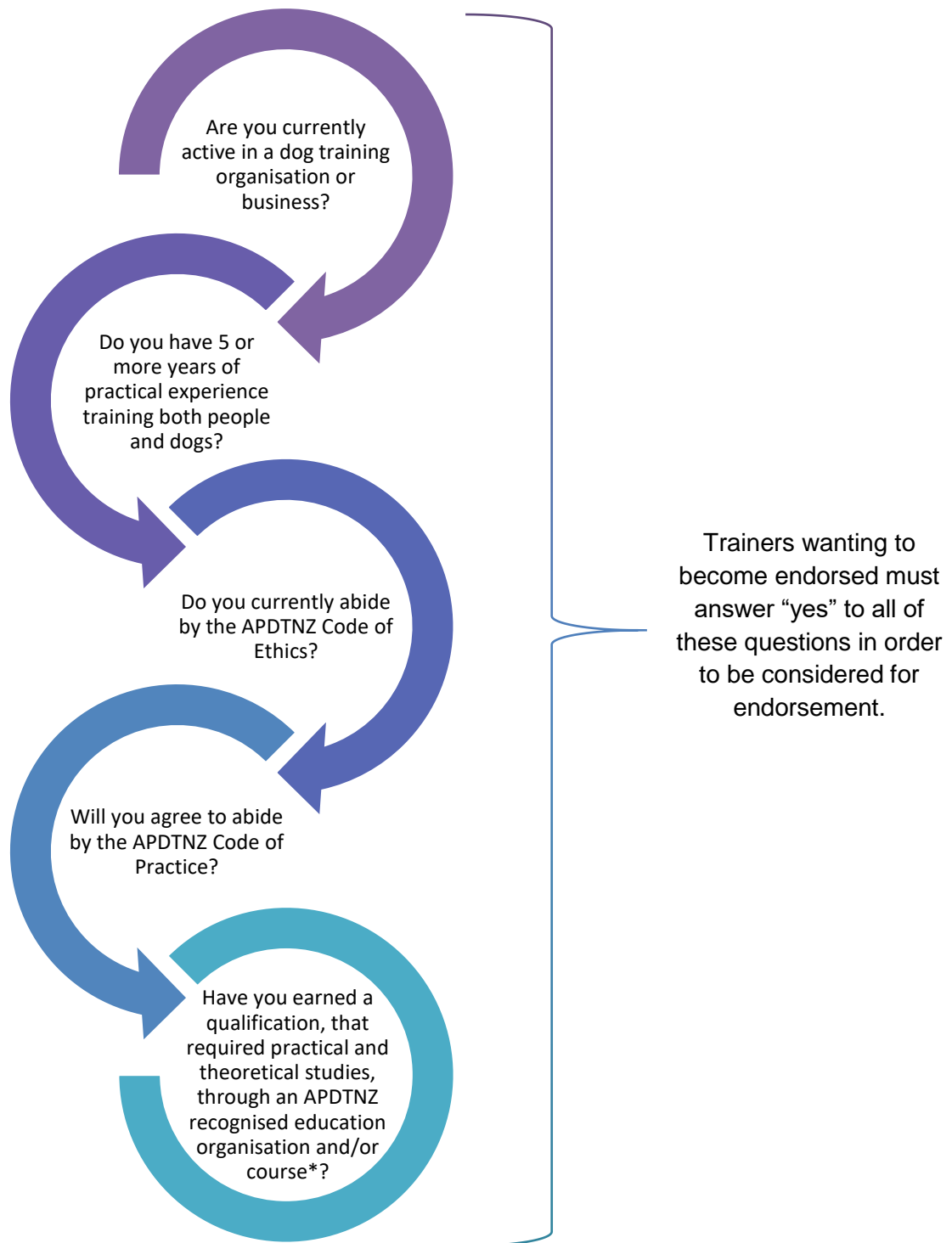
The renewal process to continue being an endorsed trainer is split into 4 steps:



As with initial applications for endorsement, if the renewal application is not successful, the trainer will be informed of what criteria they did not meet and, at the discretion of the Review Panel, the applicant may be given a period of 30 days to provide additional information or address any identified issues with their application.

2 Criteria for Endorsed Trainer Applicants

A trainer wanting to become endorsed by the APDTNZ must check that they meet the entry criteria for endorsement prior to submitting an application.



* Courses or education organisations not currently listed can be submitted on an endorsement application and may be added to the recognised list. However if they do not meet the criteria the application may be declined.

3 Criteria for Recognised Courses and Education Organisations

3.1 Guidelines for recognised course and/or provider selection

The following principles were applied when assessing courses to be recognised under the endorsed trainer programme. The course and education provider must:

- Share a similar code of ethics as that of the APDTNZ
- Requires a period of study to be successfully completed
- Includes both theoretical and practical aspects
- Be widely available

If an applicant has completed a course that is not listed but they believe does meet the criteria outlined above, then they may apply to have it recognised. The applicant must justify why they believe the course should be endorsed by the APDTNZ stating how the course meets each of the aforementioned criteria.

3.2 Currently recognised courses and/or providers

The following is a list of educational organisations and/or courses currently identified as meeting the criteria for recognition. The list will be added to as relevant courses are applied for and approved.

Course Name	Course Provider/Organisation
Principles of Canine Behaviour	Massey University
Behaviour Modification 73224	Open Polytechnic - Psychology Department
An animal related; behaviour or psychology course and/or paper	University/Degree level
Certified Professional Dog Trainer-Knowledge Assessed (CPDT-KA)	Certification Council for Professional Dog Trainers (CCPDT)
Certificate IV in Companion Animal Services	Delta Australia
Courses for Dog Professionals	COAPE – Centre for Applied Pet Ethology
Dog Trainer Foundations	Karen Pryor Academy for Animal Training & Behaviour
Dog Trainer Program	Karen Pryor Academy for Animal Training & Behaviour
Dog Trainer Program	Jean Donaldson's Academy for Dog Trainers.

4 Fees

4.1 Initial Application and Maintenance (over 3 years)

Application fee for an initial application to be assessed is \$80.00 and thereafter a maintenance fee of \$50.00 per annum over the following two years (total over three years - \$180.00). This fee is in addition to the APDTNZ annual Full Membership fee.

4.2 Renewal Application Fee

Fee for a submitting renewal application is \$80.00 and thereafter a maintenance fee of \$50.00 per annum over the following two years (total over three years - \$180.00). This fee is in addition to the APDTNZ annual Full Membership fee.

4.3 Payment Details

Please make payments either by:

- cheque (payable to APDTNZ Inc.) and refer to website for Treasurer's address for mailing or
- direct deposit into the APDTNZ Inc account
 - Number: 03-1503-0398799-00
 - Bank: Westpac
 - Reference: Your name, membership number and "TEP"

4.4 Refunds

There will be no refund of fees once an application has started to be assessed by the panel.

5 Confidentiality

The APDTNZ will release the result of an application to the individual applicant only. Once approved as an Endorsed Trainer only the information provided for publication on the Endorsed Trainer Directory will be made publicly available. This is likely to encompass the trainer's name, city, email address and phone number.

If an applicant does not wish to have their information publicly available on the APDTNZ website, they can notify the APDTNZ at any time and request it to be updated or removed from the listing.

6 Continuing Education and Activities (CEA)

6.1 Accumulating Points

The APDTNZ encourage all members to further their own knowledge across the fields of dog training, education and behaviour. The Association also wants to recognise those individuals who don't just contribute to their own education but who also give back to the wider industry via their involvement in the education of their peers or other industry related activities.

To support this, while trainers are endorsed, they must:

- Accumulate and record CEA points over the course of their **3 year endorsement period**.
- **Earn a minimum of 30 CEA points** in order to be eligible to renew their Endorsed Trainer status towards the end of the endorsement period.

Endorsed Trainers who do not meet the minimum criteria will be removed from the "Endorsed Trainer" directory when the 3 year endorsement period expires.

The points for what can be earned are supplied on the Trainer Endorsement Maintenance CEA points tables (refer to 5.1.3).

Any relevant educational activity across the field of behaviour and training can be considered to be eligible to earn CEA points. If in any doubt confirmation can be sought from the Review Panel.

6.2 Submitting Points

Endorsed trainers submit their CEA points by completing the Trainer Endorsement Programme CEA Points Form on the APDTNZ website. Endorsed Trainers will be issued a user ID after their application has been approved.

Endorsed Trainers may choose to enter their points as they are accumulated (recommended) or at any time before their endorsement comes up for renewal.

Please Note: An Endorsed Trainer may be asked to provide verification evidence for some or all points before they are used for the purpose of the renewal application.

Examples of verification evidence may include attendance certificates, course completion certificates, book/DVD/webinar reviews, and confirmation from a third party e.g for industry related activity points.

6.3 Points Tables

A. Continuing Education

Education Type	Points Value
APDTNZ Conference attendance	20 points per conference attended
Attendance at an industry related conference seminar or workshop such as those run by APDT, APDTA, NZVA, AVBIG, RSPCA, Learning about Dogs, NZKC etc	5 points per event
Self-Structured Continuing Education, e.g. reading of relevant journals, books, watching relevant videos, webinars, DVDs etc	1 point per <ul style="list-style-type: none"> • journal subscription • book read • video/DVD/webinar viewed 5 points per year maximum
Attendance at industry related DVD screenings.	3 point per event attended
Industry related education courses (including On Line/Distance learning)	1 points per subject up to a maximum of 10 points per completed course

B. Activity

Activity Type - APDTNZ Related	Points Value
Attending an APDTNZ Annual or Special General Meeting (in person or electronically e.g. teleconference or Skype)	2 points/per meeting
APDTNZ Committee Member (for a period of 12 months)	4 points/over period
APDTNZ Sub Committee Member	2 points/per sub-committee
Pertinent book review written and published in APDTNZ newsletter	1 point/review
Article published in APDTNZ Newsletter	2 points/article
Activity Type - Industry Event Related	Points Value
Keynote speaker at a national organisation's Conference with a dog training orientation.	5 points/engagement
Conducting or organising an industry related event	4 points/event
Activity Type - Education Provider/Material Related	Points Value
Tutor/Lecturer for NZQA recognised or equivalent course with canine behaviour or training focused syllabus	8 points/year
Mentor/Assistant on NZQA recognised or equivalent course with canine behaviour or training focused syllabus	2 points/year
Article published in a printed document (i.e. newspaper, magazine)	2 points per publication/year
Activity Type - Other Industry Organisation Related	Points Value

Actively involved in a canine related organisation (for a period of 12 months)	2 points/per organisation
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Example Points Schedule:

What	When	Value (points)
Continuing Education Related		
APDTNZ Conference attendance	2015	20 points
Self-Structured Continuing Education, e.g. reading of relevant journals, books, watching relevant videos, webinars, DVDs etc 3x book (include titles and author/s) 1 x DVD (include title and presenter) 2 x webinars (include titles and presenters)	2015	3 x Book = (3 x 1 = 3 points) 1 x DVD = (1 x 1 = 1 point) 2 x Web = (2 x 1 = 2 points) Total = 5 points (actual total of 6 points capped at 5 point maximum per year)
Self-Structured Continuing Education, eg. reading of relevant journals, books, watching relevant videos, webinars, DVDs etc 1 x book (include titles and author/s) 1 x webinar (include title and presenter)	2016	1 x Book = (1 x 1 = 1 points) 1 x Web = (1 x 1 = 1 points) Total = 2 points
Self-Structured Continuing Education, eg. reading of relevant journals, books, watching relevant videos, webinars, DVDs etc 2 x book (include titles and author/s) 1 x DVD (include title and presenter)	2017	2 x Book = (2 x 1 = 2 points) 1 x DVD = (1 x 1 = 1 point) Total = 3 points
Education Related Points Sub Total	2015 - 2017	28 points
Activity Related		
Actively involved in a canine related organisation (for a period of 12 months) = Supply the name	2016	2 points
Actively involved in a canine related organisation (for a period of 12 months) = Supply the name	2017	2 points
Attending an APDTNZ Annual or Special General Meeting (in person or by other means e.g. phone conference or Skype)	2017	2 points
Activity Related Points Sub Total	2015 - 2017	6 points
Continuing Education + Activity = Total Points (over the 3 year period) = 34 points		

7 Endorsement Removal

7.1 Criteria for the removal of endorsement

Endorsement may be revoked for any of the following reasons:

1. Falsification of any part of an application.
2. Criminal convictions that occur during the certification period.
3. Violation of the APDTNZ Code of Ethics.
4. Violation of the APDTNZ Code of Practice.

7.2 Endorsement removal process

If an Endorsed Trainer's endorsement is being considered for revocation, the Committee will send a letter to the Endorsed Trainer advising them what has come to their attention and that as a result their endorsement status is being reviewed.

The Endorsed Trainer must respond to the allegation within 14 days of the letter or their name will be removed from the list if no response is received by the due date.

If a response and explanation is received within the 14 days, the Committee will investigate further and report their findings and decision within 14 days of receiving the response.

8 Appendix

8.1 Member's Code of Ethics for the Association of Pet Dog Trainers New Zealand

1. Make the long term welfare of the dog of primary importance bearing in mind the needs of society.
2. Employ only humane, dog-friendly techniques in the training of dogs and I shall develop and apply training programs in line with the APDTNZ's mission of advocating dog-friendly training. Please refer to:
 - a. appendix 1 APDT UK Code of Ethics
 - b. appendix 2 AVSAB Position Statement
<http://www.apdtnz.org.nz/sites/default/files/files/avsab-ps-punishment.pdf>
 - c. Appendix 3 Delta Professional Standards for Dog Trainer
<http://www.apdtnz.org.nz/sites/default/files/files/delta-psdt.pdf>
3. Promote conscientious dog ownership and incorporate what it means to be a socially responsible dog owner into training programs.
4. Promote a nurturing human/canine relationship between owner and dog.
5. Treat all dogs and clients with respect, taking into account their physical and emotional well-being and respecting clients' wishes regarding the training of their dogs.
6. Continue professional development by reading relevant material, attending conferences, workshops and seminars, and pursuing other education opportunities in order to provide a service based upon sound scientific principles and current best practice.
7. Be honest and trustworthy in my dealings with clients.
8. Refrain from giving guarantees regarding the outcome of training, because there is no sure way to guarantee the cooperation and performance of all parties involved and because the knowledge of animal behaviour is incomplete. This should not be confused with a desire to guarantee client satisfaction with professional services.
9. Represent accurately the source of any information and disseminate to clients and members of the public.
10. Respect the confidentiality and privacy of clients.
11. Be respectful of colleagues and other professionals and not falsely condemn the character of their professional acts.
12. Not advertise myself as a member of the APDTNZ Inc or use the logo of the APDTNZ without prior approval of the Association.
13. Not represent myself as a spokesperson for APDTNZ Inc without prior approval of the Association.
14. Refer any and all suspected medical problems to a veterinarian before beginning or continuing a relationship. The relationship between dog trainers and vets must be cooperative for the benefit of dogs and their people.
15. Perform services to the best of my ability within the guidelines of this code of ethics.

There can never be a definitive list of equipment and techniques that the APDTNZ does not endorse. The following list gives some examples of equipment and training methods which are not to be used as training tools in a dog training class.

- Pet corrector – emits a hiss of cold air
- Dog stop – emits a high pitched sound
- Remote controlled spray collars
- Automatically triggered spray collars
- Antibark collar – emits spray directed onto dog's skin (including new product jet master)
- Training discs
- Liquid sprays
- Loud noises – inc. rattle cans/bottles/chains/keys
- Throw stick/chain
- Strong smelling substances – inc. smelling salts/bite back
- Any electronic training collar
- Any slip chain/lead or prong collar

Punitive methods not to be used in a dog training class:

- Pinching – ears/feet/toes
- Hitting
- Biting (of dog)
- Alpha roll
- Any manhandling that causes pain or discomfort

8.2 Member's Code of Practice for the Association of Pet Dog Trainers New Zealand

Endorsed members will agree to abide by this Code of practice.

1. Methods and equipment used.

Endorsed members of APDTNZ will use the most people and animal-friendly, least intrusive, effective methods when approaching a training or behaviour problem irrespective of the dog's breed or behaviour. This applies to any training situation, whether a training group or individual. Endorsed members of APDTNZ will deliver services using the highest levels of integrity, honesty, humanely and professionally in all their dealings and at no time will bring the APDTNZ into disrepute by their actions or comments. When designing training and behavioural programs, endorsed members shall take into account the physical and psychological well-being of the individual dogs, the needs of the client (and their family) and relevant environmental factors. Members shall strive to incorporate all aspects of responsible dog ownership into their training programs.

2. Effect on the animal.

Endorsed members of APDTNZ will ensure that any animal will not experience unnecessary or undue stress, pain, discomfort, fear, sustained psychological pressure, fatigue or distress of any kind during the implementation of their techniques or recommendations. It is acknowledged that in order to effect behaviour change a mild to moderate level of stress is necessary.

3. Clients.

Endorsed members shall treat all clients in a responsible, considerate and professional manner, regardless of owner's ability or circumstances, Endorsed members will identify and advise clients on the appropriate maximum level of stress required to change the dog's behaviour, the risks and any possible resulting long-term effects and include stress reduction and recovery strategies in all case treatment and training plans. Endorsed members of APDTNZ will preserve the relationship between the dog and the client (and their family) and provide advice on enhancing and protecting that relationship.

a. Termination of relationship with a client.

Where an endorsed member's recommendations are not being followed by a client and could result in harm to the dog or the client intends or insists on the use of aversive methods that contravene the APDTNZ's Code of Ethics and cannot be convinced otherwise that member shall terminate that training or behaviour consulting relationship and provide an indemnity statement to the client.

b. Privacy.

Endorsed members of APDTNZ will respect the client's privacy and views and shall not disclose or make public any information pertaining to the client and/or their dog without the client's permission. If law requires disclosure of information, the client must be consulted as to the nature and extent of the disclosure.

c. Guarantees.

Endorsed members of APDTNZ shall at no time provide any clients with guarantees that behaviour problems will be resolved, nor of any other specific training outcomes. They shall not lead their clients to form unrealistic expectations of the outcome of any action or intervention. Endorsed members can provide guarantees for their service, professionalism and products sold.

4. Education of others.

Endorsed members will encourage and teach others to use reinforcement methods and promote interactions with dogs that encourage behavioural wellbeing, animal welfare, social stability and responsible guardianship. Endorsed members of APDTNZ who work with assistants who are not members are responsible for ensuring that such assistants act responsibly towards clients and are willing to conform to the spirit of this code.

5. Referral of cases.

Endorsed members of APDTNZ recognise their own professional limitations and where necessary will refer clients to or team up with more experienced and qualified trainers, behaviour consultants, behaviourists or vets.

6. Dangerous dogs.

If an endorsed member observes a dog displaying potentially dangerous behaviour, they shall inform the client and take all reasonable actions necessary to provide the client with a short-term management strategy until a referral, peer consultation or behaviour plan can be arranged.

7. Equipment.

The equipment advised, used or sold by endorsed members shall be consistent with the principles of kindness and fairness to both clients and dogs. For this reason, coercive or equipment should not be used, recommended, advertised or sold by members (Code of Ethics Appendix 1)

8. Continuing education.

Endorsed members are required to keep their knowledge as up to date as possible. Where techniques are experimental or unprecedented, the client and, if applicable, the referring vet must be so informed, Members shall keep clients fully informed about the nature of and reasons for their actions and any possible risk or drawback that might arise from them.

9. Use of aversives.

Where more intrusive methods using aversives are applied the endorsed member will need to record (and produce if required) and inform the client that before use

- a. A range of different methods have been considered, discussed and/or tried and the probability of success calculated.
- b. The risks and potential impacts on the dog and client have been determined and analysed. The risk to trust and confidence, and possible generalisation to other situations have been identified and mitigation strategies created.
- c. For that individual dog, the specific aversives that will result in a behaviour change in no more than three applications has been identified and ranked in order of likely effectiveness.
- d. Possible alternative courses of action have been researched and discussed with a group of their peers, and documented why it was necessary to use methods that are more punitive.
- e. A minimum of two solution options are offered and their side effects clearly communicated to the client.
- f. All of the above have been discussed fully with the client before a method including aversives is implemented.
- g. The meaning of averse is “ anything that that individual dog perceives as punishing, which results in the dog experiencing fear, concern, a startle response, avoidance, desire to escape, fight behaviours, appeasement behaviours, worry, tension, hiding, arousal, anticipation of anxiety or anxiety itself. “
- h. Endorsed members will refer to the following documents when making decisions as per #3 above:
 - I. <http://www.apdtnz.org.nz/sites/default/files/files/avsab-ps-punishment.pdf> ; and
 - II. <http://www.apdtnz.org.nz/sites/default/files/files/behv-wrks-wrong-picture.pdf>

10. Legal requirements.

Endorsed members of APDTNZ shall act within all local and New Zealand laws at all times.