

# NARHA Driving Level I Instructor Certification Criteria

12/1/2005

A NARHA Driving Level 1 Instructor must demonstrate basic levels of competency in Equine Management, Horsemanship, Driving Instruction, Teaching Methodology and Disabilities. The list below itemizes the skills and subject matter that a Driving Level 1 Instructor is expected to know.

## DL1E. Equine Management

### DL1E. 1.0 NARHA Standards

- DL1E. 1.1 Know and implement NARHA Standards
- DL1E. 1.2 Know and implement NARHA Driving Standards

### DL1E. 2.0 Breeds/ Colors/ Markings/ Parts of the Horse

- DL1E. 2.1 Identify a horse by
  - 4) age
  - 4) color and marking
  - 4) breed characteristics
  - 4) height and weight
- DL1E. 2.2 Know the parts of the horse

### DL1E. 3.0 Horse Senses and Behavior

- DL1E. 3.1 Know the characteristics of the senses of the horse
- DL1E. 3.2 Know the characteristics of horse behavior
- DL1E. 3.3 Know how the senses of the horse and horse behavior affect driving safety
- DL1E. 3.4 Identify stable vices including:
  - 1) cribbing
  - 2) weaving
  - 3) biting and kicking
  - 4) wood chewing
  - 5) pawing

### DL1E. 4.0 Feeds and Feeding

- DL1E. 4.1 Know feed requirements of the horse including:
  - 1) hay
  - 2) salt and minerals
  - 3) grain
  - 4) feeding intervals
  - 5) water
- DL1E. 4.2 Recognize signs of poor quality feed

### DL1E. 5.0

- DL1E. 5.1 Identify appropriate protection for horses including:
  - 1) fly masks and bonnets
  - 2) shelter
  - 3) fly repellents
- DL1E. 5.2 Know horse manure handling methods for sanitary conditions of stall & turn out areas
- DL1E. 5.3 Identify bedding materials
- DL1E. 5.4 Identify potential stall hazards

### Stable Management

### DL1E. 6.0

- DL1E. 6.1 Know & recognize the signs of:
  - 1) behavior change
  - 2) rabies
  - 3) colic
  - 4) ringworm
  - 5) good health
  - 6) thrush
  - 7) laminitis
  - 8) weight loss
- DL1E. 6.2 Know and recognize when a horse is unsound
- DL1E. 6.3 Identify normal ranges and how to take TPR (temperature, pulse, respiration)
- DL1E. 6.4 Describe deworming, vaccination, hoof and teeth care programs
- DL1E. 6.5 Know first aid treatment for wounds

### Health and Sickness

### DL1E. 7.0

- DL1E. 7.1 Identify and explain the use of grooming tools including:
  - 1) curry comb
  - 2) mane or tail comb
  - 3) hard or dandy brush
  - 4) soft or body brush
  - 5) shedding blade
  - 6) sponges
  - 7) hoof pick
  - 8) sweat scrapper
- DL1E. 7.2 Know how to bath a horse
- DL1E. 7.3 Know how to cool down a horse following a work session
- DL1E. 7.4 Know how to clip a horse for maintenance including:
  - 1) bridle path
  - 2) muzzle
  - 3) fetlock

### Grooming

- DL1E. 8.0 Harness, Harnessing, and Vehicles**
- DL1E. 8.1 Identify and know the purpose, use, and function of:
- 1) harness parts (light horse)
  - 2) bits
  - 3) adaptive equipment
  - 4) two sets of reins (one for Able-Bodied Whip and one for the student)
  - 5) safety helmets
- DL1E. 8.2 Know the parts of harness
- 1) light carriage harness
  - 2) two types of draft collars
  - 3) parts of the draft collars
- DL1E. 8.3 Know how to harness a horse
- 1) with a light carriage harness
  - 2) with a draft collar
- DL1E. 8.4 Select and evaluate equipment needs for drivers and horses including:
- 1) type and size of carriage or cart (vehicle)
  - 2) how the movement of the cart and carriage affects drivers with disabilities
  - 3) how the harness affects horse
  - 4) adaptive equipment
- DL1E. 8.5 Know how to fit the harness to a horse
- 1) light carriage harness
  - 2) draft collar
- DL1E. 8.6 Know how to fit the vehicle to the horse
- DL1E. 8.7 Know how to put horse to the vehicle including but not limited to:
- 1) wrap straps/girth
  - 2) holdback straps
  - 3) competition shafts
- DL1E. 8.8 Know how to handle two sets of reins
- DL1E. 8.9 Know how and demonstrate a one-handed technique of reinmanship
- DL1E. 8.10 Know how to educate team, including able-bodied whip, drivers and volunteers, in the use of the equipment
- DL1E. 8.11 Know and demonstrate harness cleaning, care, and maintenance, look for stress points on harness.

- DL1E. 8.12 Know parts of the vehicles including but not limited to:**
- 1) reach/perch
  - 2) fifth wheel
  - 3) 2 types of springs
  - 4) types of brakes
- DL1E. 8.13 *Know how to balance a two-wheeled cart*
- DL1E. 8.14 Know and demonstrate vehicle cleaning, care, and maintenance
- DL1E. 9.0 Unsoundness and Blemishes / Form to Function**
- DL1E. 9.1 Recognize the difference between a blemish and an unsoundness
- DL1E. 9.2 Identify and describe the foot falls and beats of the:
- 1) walk
  - 2) trot or jog
  - 3) canter or lope
- DL1E. 10.0 Selection and Training**
- DL1E. 10.1 Explain the characteristics of a therapeutic driving horse
- DL1E. 10.2 Know how to train a horse to accept:
- 1) headers and sidewalkers
  - 2) ambulation aids
  - 3) game equipment
  - 4) mounting and dismounting procedures
  - 5) two sets of reins (one for Able-Body Whip and one for the student)
- DL1E. 10.3 *Recognize the need for a conditioning and maintenance program for therapeutic driving horses including:*
- 1) *lunging*
  - 2) *long lining*
  - 3) *schooling*
  - 4) *record keeping*
- DL1H. Horsemanship**
- DL1H. 1.0 Horsemanship Preparation and Safety**
- DL1H. 1.1 Know and demonstrate the following:
- 1) haltering and leading
  - 2) tying a quick release knot

	3) grooming and harnessing	DL1H. 6.1	Know half halt
	4) proper driving attire	DL1H. 6.2	Know bending a horse through corners and on circles
	5) putting to vehicle		
<b>DL1H. 2.0</b>	<b>Mounting and dismounting</b>	<b>DL1H. 7.0</b>	<b>Ring Figures</b>
DL1H. 2.1	Know and demonstrate an equipment check prior to Able-Bodied Whip getting into vehicle	DL1H. 7.1	Know and demonstrate the following ring figures:
DL1H. 2.2	Know and demonstrate assistance for mounting and dismounting a driver with disabilities		1) reverses (half-circle and diagonal)
			2) circles
			3) figure eight
			4) serpentine
<b>DL1H. 3.0</b>	<b>Position</b>	<b>DL1H. 8.0</b>	<b>Exercises and Games</b>
DL1H. 3.1	Know and demonstrate correct driving position	DL1H. 8.1	Know and demonstrate design and set up of obstacle course
DL1H. 3.2	Know and demonstrate shortening and lengthening of reins	DL1H. 8.2	Know and demonstrate design and set up a cones course
DL1H. 3.3	Know and demonstrate proper use position for a whip	DL1H. 8.3	Know and demonstrate design of a simple dressage course
<b>DL1H. 4.0</b>	<b>Gaits</b>	<b>DL1H. 9.0</b>	<b>Hours of Experience</b>
DL1H. 4.1	Know and demonstrate:	DL1H. 9.1	Driving experience of 150 hours
	1) halt		
	2) walk – free walk and working walk	<b>DL1I. Instruction</b>	
	3) trot – working trot, strong trot	<b>DL1I. 1.0</b>	<b>Horsemanship Preparation and Safety</b>
	4) rein-back	DL1I. 1.1	Instruct the following:
	5) lengthening and shortening of the walk and trot		1) haltering and leading
DL1H. 4.2	Know and demonstrate light contact for all gaits		2) tying a quick release knot
DL1H. 4.3	Know and demonstrate straightness of the horse during all gaits		3) grooming and harnessing
DL1H. 4.4	Know and demonstrate the following transitions:		4) proper driving attire
	1) halt to walk		5) putting to vehicle
	2) walk to halt		6) proper spacing when driving in a group
	3) walk to trot	DL1I. 1.2	Orient student to facility, stable rules, and safety rules
	4) trot to walk	DL1I. 1.3	Select horse for individual driver according to:
	5) trot to halt		1) behavior/obedience
<b>DL1H. 5.0</b>	<b>Aids</b>		2) temperament/reliability
DL1H. 5.1	Know and demonstrate the following natural aids:		3) height
	1) hands		4) size
	2) voice		5) age
DL1H. 5.2	Know and demonstrate appropriate use of the whip		6) experience (alone and in company)
DL1H. 5.3	Know how to set up and use a rein board	DL1I. 1.4	Know and implement NARHA Standards and their compliance regarding driving lesson area
<b>DL1H. 6.0</b>	<b>Movements</b>	DL1I. 1.5	Orient student to vehicle including proper mounting and dismounting procedures
		DL1I. 1.6	Instruct how to put the horse to the vehicle

DL1I. 1.7	Instruct a lesson with one turnout
<b>DL1I. 2.0</b>	<b>Mounting and Dismounting</b>
DL1I. 2.1	Instruct the following: <ol style="list-style-type: none"> <li>1) harness check prior to mounting</li> <li>2) vehicle check prior to mounting</li> <li>3) mounting and dismounting</li> <li>4) how to appropriately assist a student with disabilities during mounting and dismounting independently, partially assisted, fully assisted</li> </ol>
<b>DL1I. 3.0</b>	<b>Position</b>
DL1I. 3.1	Instruct correct rein holding
DL1I. 3.2	Instruct body position in the vehicle
DL1I. 3.3	Instruct lengthening and shortening of reins
DL1I. 3.4	Instruct proper position and use of the whip
<b>DL1I. 4.0</b>	<b>Gaits</b>
DL1I. 4.1	Instruct: <ol style="list-style-type: none"> <li>1) halt</li> <li>2) walk – free walk and working walk</li> <li>3) trot – working, strong trot</li> <li>4) rein-back</li> </ol>
DL1I. 4.2	Instruct light contact at all gaits
DL1I. 4.3	Instruct straightness of the horse at all gaits
DL1I. 4.4	Instruct the following transitions: <ol style="list-style-type: none"> <li>1) halt to walk</li> <li>2) walk to trot</li> <li>3) trot to walk</li> <li>4) trot to halt</li> <li>5) walk to trot</li> </ol>
<b>DL1I. 5.0</b>	<b>Aids</b>
DL1I. 5.1	Instruct the following natural aids: <ol style="list-style-type: none"> <li>1) hands</li> <li>2) voice</li> </ol>
DL1I. 5.2	Instruct the appropriate use of the whip
<b>DL1I. 6.0</b>	<b>Movements</b>
DL1I. 6.1	Instruct half-halt
DL1I. 6.2	Instruct bending of the horse through corners and on circles
DL1I. 6.3	Instruct the rein-back

<b>DL1I. 7.0</b>	<b>Ring Figures</b>
DL1I. 7.1	Instruct the following ring figures: <ol style="list-style-type: none"> <li>1) reverse (half-circle and diagonals)</li> <li>2) figure eight</li> <li>3) circles</li> </ol>
<b>DL1I. 8.0</b>	<b>Exercises and Games</b>
DL1I. 8.1	Instruct driving exercises at the walk and trot
DL1I. 8.2	Instruct drivers through a cones course
DL1I. 8.3	Instruct drivers through an obstacle course
DL1I. 8.4	Utilize appropriate activities in the driving setting
<b>DL1I. 9.0</b>	<b>Ground and Stable lessons</b>
DL1I. 9.1	Instruct ground stable management lessons that are within the knowledge of the Driving Instructor Level 1 requirements
DL1I. 9.2	Instruct students on proper use of reins using a rein board

### **DL1T. Teaching Methodology**

<b>DL1T. 1.0</b>	<b>NARHA Standards and Information</b>
DL1T. 1.1	Know and implement NARHA Standards and their requirements regarding student forms
DL1T. 1.2	Know NARHA services available to the Driving Instructor
DL1T. 1.3	Locate information about NARHA Standards and Accreditation process
DL1T. 1.4	Know NARHA Driving Instructor Level 1 Certification Program
DL1T. 1.5	Know and practice emergency procedures
DL1T. 1.6	Know the location of the phone and emergency numbers
<b>DL1T. 2.0</b>	<b>Record Keeping</b>
DL1T. 2.1	Verify the student forms are complete and updated for

	students that the Instructor teaches		18) ring presence
DL1T. 2.2	Interpret student forms and apply the information to driving	DL1T. 4.2	Possess Instructor attributes, to include:
DL1T. 2.3	Write and maintain progress notes on students		1) common sense
DL1T. 2.4	Complete incident report as needed		2) professionalism
DL1T. 2.5	Comply with confidentiality requirements		3) ethical
			4) punctual
			5) organized
			6) respect for students and horses
			7) patience
			8) self confidence
			9) positive attitude
			10) team player
			11) knowledge of subject at Driving Instructor Level 1 requirements
<b>DL1T. 3.0 Lesson Plans</b>			
DL1T. 3.1	Assess student's skills and determine goals and objectives for each driver		
DL1T. 3.2	Develop a lesson plan to achieve the goals and objectives	DL1T. 4.3	Meet annual continuing education requirements: (current CPR and first aid, maintain NARHA membership)
DL1T. 3.3	Choose activities and skills suitable for the objective of the lesson		
<b>DL1T. 4.0 Teaching</b>		<b>DL1T. 5.0 Methods</b>	
DL1T. 4.1	Know and demonstrate teaching skills, to include:	DL1T. 5.1	Know the different learning styles for drivers with disabilities
	1) safe and effective mounting and dismounting procedure	DL1T. 5.2	Know and use simple behavior management techniques to maintain class control
	2) flexibility and adaptability in pursuit of stated teaching objectives	DL1T. 5.3	Work with instructional team (Instructors, Therapists, Able-Bodied Whip, volunteers, students, families, and care providers) including:
	3) teaches to level of driver's physical and cognitive ability		1) develop rapport
	4) fair and consistent in applying standards of behavior		2) provide direction to Able-Bodied Whip, header and other volunteers during lesson
	5) shows genuine interest in each student's progress towards independence		3) assign volunteers to turnouts
	6) effective use of volunteers		4) provide feedback to team members
	7) appropriate games and exercises	DL1T. 5.4	Identify dysfunctional behavior
	8) appropriate, specific praise		
	9) adapts and corrects equipment		
	10) provide what's, how's, why's		
	11) flexibility of teaching techniques	<b>DL1D Disabilities</b>	
	12) posture corrections	<b>DL1D. 1.0 Human Anatomy</b>	
	13) progression of driving skills	DL1D. 1.1	Identify parts of the human skeleton including:
	14) rapport		1) clavicle
	15) teaching environment		2) humerus
	16) gives clear and concise instructions		3) tibia
	17) control of class		4) cranium
			5) pelvis
			6) ulna

- 7) femur
  - 8) radius
  - 9) vertebrae
  - 10) fibula
  - 11) scapula
- DL1D. 1.2 Know the terminology related to movement and posture:
- 1) abduction
  - 2) extension
  - 3) rotation
  - 4) adduction
  - 5) flexion
- DL1D. 2.0 Disabilities**
- DL1D. 2.1 Know definition, causes, characteristics, and teaching management for student's disabilities that the Instructor teaches
- DL1D. 2.2 Locate information pertaining to disabilities
- DL1D. 2.3 Self-evaluate instructional capabilities, facility environment, horse, vehicle, and personnel to determine students that can be accepted as drivers
- DL1D. 2.4 Know the impact of the movement of the vehicle on the driver's body
- DL1D. 2.5 Know the benefits of Therapeutic Driving
- DL1D. 2.6 Know and demonstrate handling techniques for mounting and dismounting, postural alignment
- DL1D. 2.7 Know and demonstrate good body mechanics during mounting and dismounting.