Be a Star Supervising Instructor

Understanding the PATH Intl. CTRI® Application Process

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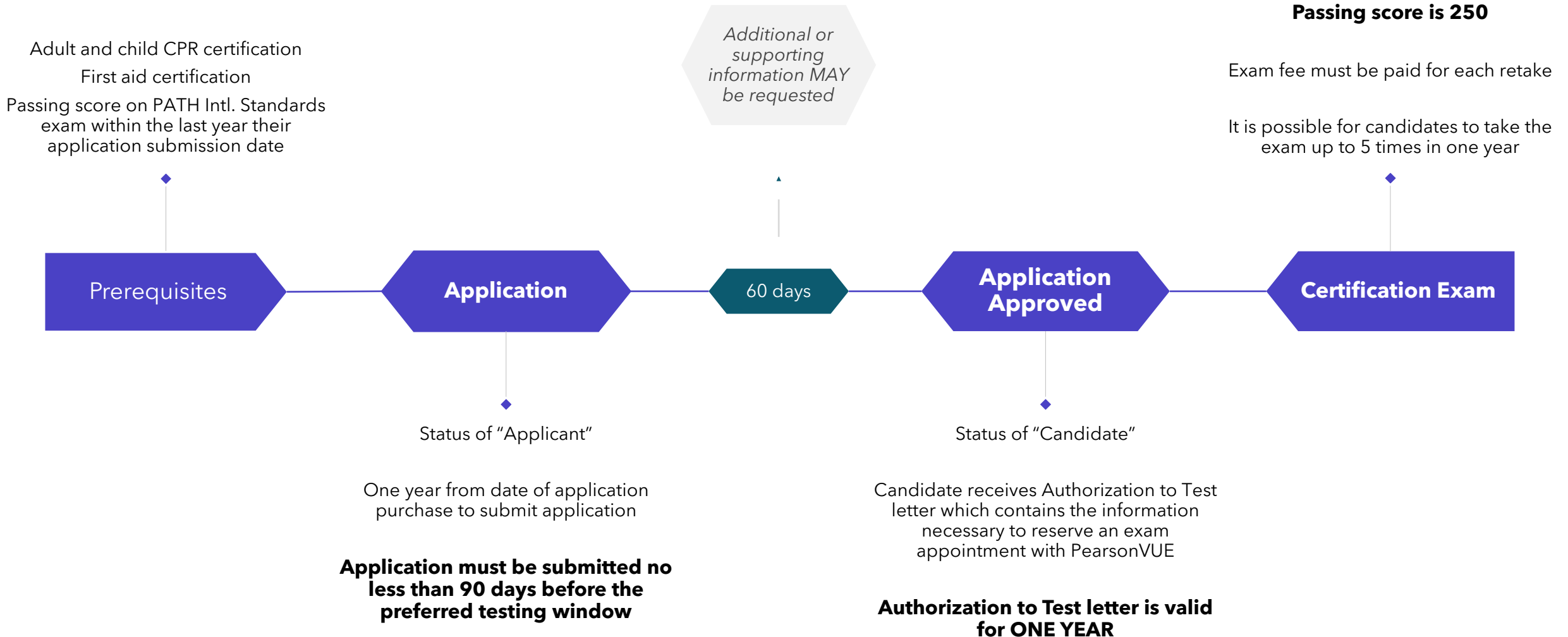**PATH Intl. Director of Credentialing**

Agenda

- CTRI® Certification Process

- Application Requirements

- Supervisor Qualifications

- Supporting CTRI® Applicants

- Supporting CTRI® Candidates

Introduction

- The PATH Intl. Certified Therapeutic Riding Instructor (CTRI) is a voluntary, entry-level credential for individuals in the equine-assisted services (EAS) profession who provide riding instruction of therapeutic value to people with disabilities. This may include mounted or unmounted work ethically partnering with an equine. PATH Intl.

- CTRIs have met established criteria and standards of practice in the field. They have demonstrated their knowledge of disabilities, equines, teaching and human-animal interactions necessary for effective performance as an entry-level therapeutic riding instructor.

2023

The Overall Process

Adult and child CPR certification

First aid certification

Passing score on PATH Intl. Standards exam within the last year their application submission date

Additional or supporting information MAY be requested

Passing score is 250

Exam fee must be paid for each retake

It is possible for candidates to take the exam up to 5 times in one year

| Prerequisites | **Application** | 60 days | **Application Approved** | **Certification Exam** |

Status of "Applicant"

One year from date of application purchase to submit application

Application must be submitted no less than 90 days before the preferred testing window

Status of "Candidate"

Candidate receives Authorization to Test letter which contains the information necessary to reserve an exam appointment with PearsonVUE

Authorization to Test letter is valid for ONE YEAR

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2023

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FIRST, ARE YOU 18 YEARS OF AGE OR OLDER? THEN...

NO LESS THAN 90 DAYS PRIOR TO INTENDED DATE OF TESTING:

☐ **Complete payment for the CTRI application fee**
☐ **Purchase and Submit Instructor Application with:**
   1. Evidence of Equine Handling Skills
   2. Evidence of Equine Management Skills
   3. Video demonstration of Riding Instruction and Communication of Riding Skills
   4. Documentation of Experience Working with Individuals with Disabilities
   5. Documentation of Supervised Instruction of Therapeutic Riding Lessons
   6. Proof of current Adult & Child CPR and First Aid certifications (Online courses accepted.)
   7. Proof of passing score on PATH Intl. Standards exam (score valid for 1 year)
   8. Signed PATH Intl. Certified Professional Code of Ethics

UPON VERIFICATION BY PATH INTL. THAT APPLICATION IS APPROVED:

   1. Complete payment for the CTRI certification exam. Allow 48 hours following payment for enrollment in the Pearson VUE exam administration database
   2. Receive notification of authorization to test (valid for one year from date application is approved)

If the application is not approved, the applicant must repurchase a CTRI application and resubmit ALL application components to be reconsidered.

PATH INTERNATIONAL
CTRI ROADMAP

NOTE: This diagram is intended to be a general checklist/overview of the application and certification process. Please thoroughly review the CTRI® candidate handbook for details on each component within the process.

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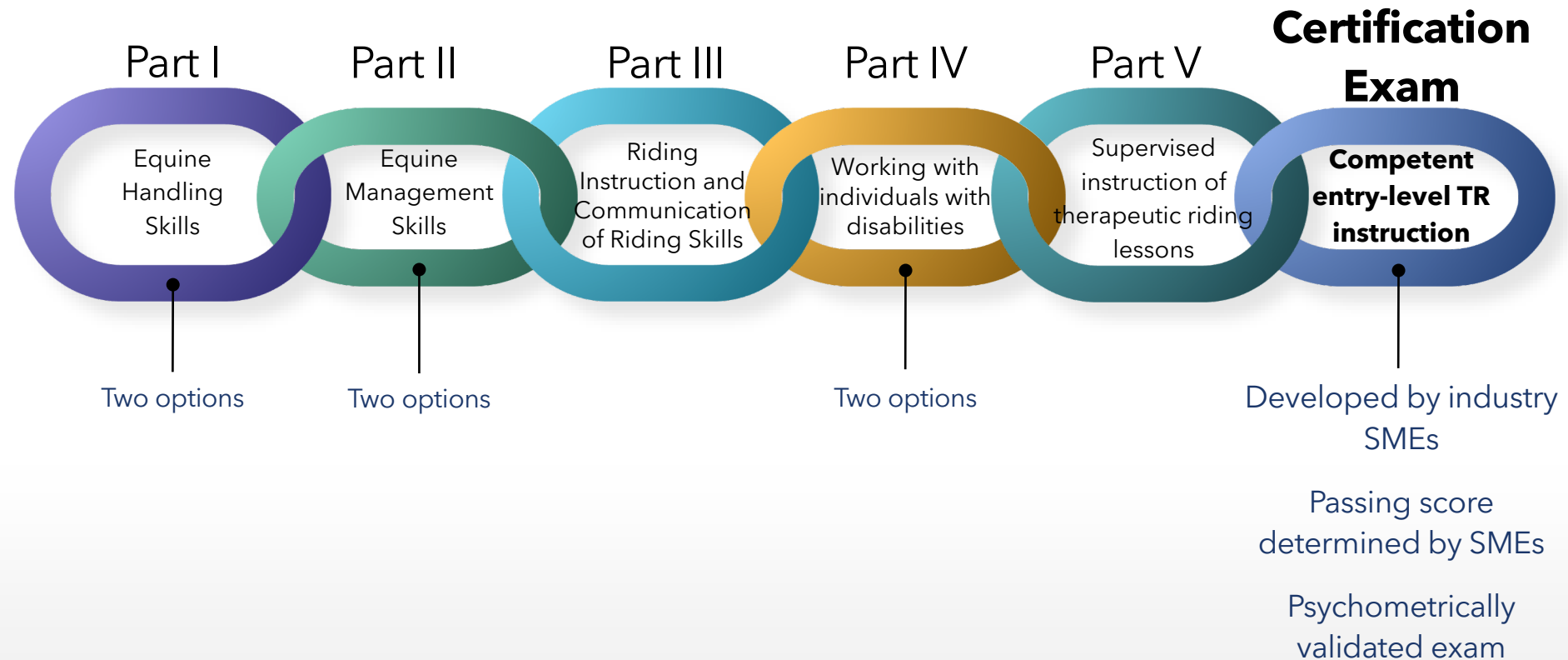**WITHIN 1 YEAR FROM DATE OF APPROVAL OF APPLICATION:**

☐ **Complete online examination with a passing score at an authorized Pearson VUE testing center**

YOU ARE A
PATH Intl. Certified Therapeutic Riding Instructor (CTRI)!

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Designed to reflect standards for accreditation by the National Commission of Certifying Agencies (NCCA) to:

- Support factual, **quantitative** reporting of applicant experience

- Assure EAS specific experience while also increasing accessibility to professionals from related fields

- Set specific bar of expectations to insure consistency in competency of certificants and

- Promote portability to other centers/programs to support career sustainability

- Promote impartial assessment of applicant competency

- Prevent conflicts of interest

- Remove as much real or perceived bias as possible from the credentialing process

- **Ensure decisions about applicant competency are objective**

Part I — Equine Handling Skills
Part II — Equine Management Skills
Part III — Riding Instruction and Communication of Riding Skills
Part IV — Working with individuals with disabilities
Part V — Supervised instruction of therapeutic riding lessons
Certification Exam — Competent entry-level TR instruction

Two options (Part I)
Two options (Part II)
Two options (Part IV)

Developed by industry SMEs
Passing score determined by SMEs
Psychometrically validated exam

Competency Components

All elements of the certification process work **together** to validate competency

Requirements Overview

Requirement	Purpose	JTA Domain
Part 1: Equine Handling Skills	Documentation that applicants have demonstrated well-established skills and experience handling equines. Hours spent directly handling equines to count toward this requirement.	1. Equine Handling 3. Lesson Management 4. Risk Management
Part II: Equine Management Skills	Documentation that applicants have a minimum breadth of knowledge of equine management and have demonstrated specific skills needed for the management of equines in therapeutic riding activities.	1. Equine Handling 3. Lesson Management
Part III: Video demonstration of Riding Instruction and Communication of Riding Skills	Demonstration of minimum level of riding knowledge and skills that are necessary to correctly and clearly instruct the of whats, hows and whys of basic riding skills to provide instruction for riders up to and including intermediate level	1. Equine Handling 2. Participant and Volunteer Management 3. Lesson Management 4. Risk Management 5. Riding Theory

Requirements Overview

Requirement	Purpose	JTA Domain
Part IV: Evidence of working with individuals with disabilities	Documentation that applicants have experience directly working and interacting with individuals with disabilities. Hours working/interacting solely with one individual or individuals to whom the applicant is related are not sufficient to fulfill the requirements of this part.	2. Participant and Volunteer Management 3. Lesson Management 4. Risk Management
Part V: Evidence of supervised instruction of therapeutic riding lessons	Documentation that applicants have experience directly working and interacting with riders with disabilities and managing groups of volunteers in a therapeutic riding lesson environment. Experience reading and to responding to a dynamic environment. Hours working/interacting solely with one individual or individuals to whom the applicant is related are not sufficient to fulfill the requirements of this part.	1. Equine Handling 2. Participant and Volunteer Management 3. Lesson Management 4. Risk Management 5. Riding Theory

Video FAQs

- **Quantitative assessment** of correct and clear instruction of the whats, hows and whys of riding skills required to execute the riding pattern

- Rider of applicant's choosing

- Should demonstrate the applicant's personal knowledge, skills and abilities of riding skill instruction

- Assessment focuses on the accuracy and effectiveness of in-the-moment instruction and timeliness of feedback, resulting in improvement of the equine's way of going

- Applicants must instruct, observe the rider's response to their instruction, then verbalize corrections or confirmations to demonstrate awareness of the effectiveness of their instruction

- Applicant's instruction must take place within 20 continuous minutes

- Tack and riding area shown are expected to comply with PATH Intl. standards

General Parameters for Supervision and Sign-off

Designed to reflect standards for accreditation by the
National Commission of Certifying Agencies (NCCA) to:

- Support factual, **quantitative** reporting of applicant experience

- Assure industry specific training to 'grow our own'

- Set specific bar to insure consistency in competency of certificants

- Promote impartial assessment of applicant competency

- Prevent conflicts of interest

- Remove as much real or perceived bias as possible from the credentialing process

- **Ensure decisions about applicant competency are objective**

Supervisor Qualifications

Part	Supervisor Qualifications
Part I: Option A	☐ Current PATH Intl. certification at the time of supervision ☐ Not related to the applicant ☐ Does not control employment of applicant ☐ Does not sign paychecks issued to applicant ☐ Will not personally gain financial benefit or compensation as a direct result of the applicant earning a passing score on the certification exam _____ _____
Part I: Option B	☐ Representative of a recognized equestrian organization *(a structured collective of professionals that delivers, organizes, endorses and/or promotes equestrian-based activities and maintains a training and certification process for the people who participate in or lead its local programs)* ☐ Not related to the applicant ☐ Does not control employment of applicant ☐ Does not sign paychecks issued to applicant ☐ Will not personally gain financial benefit or compensation as a direct result of the applicant earning a passing score on the certification exam

Part	Supervisor Qualifications
Part II: Option A _____ Part II: Option B	☐ Current PATH Intl. certification at the time of supervision ☐ Minimum of 120 cumulative career hours of experience in equine management *(documentation of these hours is only required if the application is randomly selected for intense audit)* _____ Not applicable; Applicant must provide supporting information from institutions, agencies, organizations, etc. issuing education, trainings, qualifications and/or certifications that apply
Part III	Not applicable; it is advised that the supervisor has more advanced riding instruction skills than the applicant
Part IV: Option A _____ Part II: Option B	☐ Instructor, program director, equine/barn manager, volunteer coordinator, etc. who **directly observed or supervised** the applicant during the hours documented. _____ ☐ Supervisor (coach, manager, program director, etc.) responsible in each setting for which the applicant has documented hours

Supervisor Qualifications

Part	Supervisor Qualifications
Part V	☐ Current PATH Intl. CTRI credential holder ☐ Has accrued a minimum of 120 clock hours teaching therapeutic riding lessons since establishing the CTRI credential BEFORE supervising CTRI applicant teaching hours ☐ Not related to the applicant ☐ Does not control employment of applicant ☐ Does not sign paychecks issued to applicant ☐ Will not personally gain financial benefit or compensation as a direct result of the applicant earning a passing score on the certification exam

Supervisor Qualifications

Supporting Applicants

Application Component	What applicants should work on
Adult and child CPR, basic first aid certifications	Training in emergency response
Passing scores on standards exam	Awareness of PATH Intl. standards and how they apply to therapeutic riding best practices
PATH Intl. Certified Professional Code of Ethics	Conduct themselves and business activities in accordance with expectations for PATH Intl. Certified Professionals
Part 1: Equine Handling Skills	Experience handling an equine in an environment with multiple equines present Knowledge of how to safely handle equines in the presence of other equines and people
Part II: Equine Management Skills	Knowledge of equine health and welfare Experience safely navigating with and around equines

Supporting Applicants

Application Component	What applicants should work on
Part III: Video demonstration of Riding Instruction and Communication of Riding Skills	Ability to safely and effectively instruct a rider to perform basic riding skills. Accuracy and effectiveness of in-the-moment instruction and timeliness of feedback, resulting in improvement of the equine's way of going. Instruct and observe the rider's response, then verbalize corrections or confirmations to demonstrate awareness of the effectiveness of the instruction
Part IV: Evidence of working with individuals with disabilities	Experience engaging appropriately with individuals with disabilities to whom the applicant is not related Experience adapting to situations based on the population(s) being served

Supporting Applicants

Application Component	What applicants should work on
Part V: Evidence of supervised instruction of therapeutic riding lessons	Proper interpretation and application of applicable core, mounted, and ground activity standards
	Experience managing volunteers and lesson environment
	Knowledge of how the senses of the equine and equine behavior effect riders and lesson environment
	Experience reading and to responding to a dynamic environment

Supporting Applicants Free Resources

Step by step instructions	Instructions and pricing for the whole certification process Video assessment
Candidate Handbook	General job description for entry-level instructor **Application paperwork** **Application instructions**
CTRI Criteria	Scope of expectations for knowledge, skills and abilities
Video Preparation	Video Preparation and Self-Assessment Activity Example video
Allowances	Long distance supervision Virtual supervision

Supporting Candidates

Exam Component	What applicants need to know
Length and format	90 minutes (accommodation for additional time may be granted for disability-related reasons) 85 multiple-choice questions: 80 scored, 5 unscored Only the 80 scored questions factor into the candidate's final score
Exam administration	Computer-based unless an accommodation has been granted for pencil and paper administration. ALL exams are proctored regardless of administration type.
Passing score	250 out of 300 possible points
Retakes	Candidates may retake the exam ONCE per testing window while in possession of a valid Authorization to Test letter. This includes the initial testing window. The full certification exam fee must be remitted for the candidate to receive an additional authorization to test and be permitted to register for a retake. A maximum of 5 exam attempts are possible during the one-year validity term of Authorization to Test letters.

Supporting Candidates Free Resources

Step by step instructions	Step 3 Certification Exam Information
PATH Intl. Standards *(free for members)*	Standards for mounted activities Precautions and contraindications
Candidate Handbook	Certification Exam Prep Checklist Certification Exam Study Tips Resources consulted in development of exam questions – FULLY OPTIONAL
Reasonable Accommodations	Reader, translator or interpreter Private room/reduced distraction environment Extended testing time (time and a half)

Supporting Candidates Purchasable Resources

Candidates are NOT required to purchase these guides in order to be successful on the exam, nor are they the only resources that may adequately prepare candidates for the exam

CTRI Study Guide	Designed to help candidates practice a structured critical-thinking process to guide thought process in selecting the correct answer for exam questions. FULLY OPTIONAL & DOES NOT GUARANTEE A PASSING SCORE
Instructor Education Guide	Postural implications Tack/equipment implications

Thank you

Questions?

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https://pathintl.org/certification/ctri/