

NHCP Training Manual

AANHCP Oath

Cause no harm – Respect the Healing Powers of Nature

(primum non nocere — vis medicatrix naturae)

The vital mission of the AANHCP, the Association for the Advancement of Natural Horse Care Practices, is to advance the humane care and management of domestic equines worldwide through the applications of proven practices and principles based on the research and findings of wild, free-roaming equines.

Training and Certification Programs

Revised Natural Hoof Care Practitioner Training Manual

2nd Edition

January 2010

AANHCP

**Association for the Advancement
of Natural Horse Care Practices**

Leading the way for the humane care of the horses since 2000

Welcome from the AANHCP's Director of Operations

Greetings AANHCP Students,

This is our organization's eighth year offering training in the art and science of natural horse and hoof care. We have completely revised the training program in order to continue to raise our standard of excellence in providing the most comprehensive, in-depth training available worldwide. As Executive Director of Operations, I would like to thank you personally for coming to us for your training, and to wish you the very best as you pursue your goal to become an AANHCP Certified Practitioner.

This Training Manual will help you prepare for and navigate through the training program. Should we make any important changes that will affect your training; you will be notified by an emailed memo if this manual requires updating.

The leadership and members of this organization, and perhaps most of all, the horses and their owners whom you will serve one day, will be counting on you to be diligent, competent and discerning. We wish you all the best in your endeavor to succeed and to make a positive difference in the world of (and, for) horses.

For the AANHCP,

A handwritten signature in black ink that reads "J. JACKSON". The signature is written in a cursive, slightly stylized font.

Jaime Jackson
President, Board of Directors
Executive Director, Field Operations

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AANHCP Leadership

All T&C Programs fall under the supervision of Jill Willis, AANHCP Program Director and Asst. Director of Operations, and Jaime Jackson, the Executive Director of all AANHCP Operations. They are, in turn, assisted by different training program instructors, clinicians and coordinators. All of these people are responsible for each facet of training you are about to embark upon. Their names and contact information are posted on our public website.

Finally, the AANHCP is guided by its Board of Directors. The board is charged with taking care of the legal affairs of the organization, issuing directives or "mandates" to the field (such as approving new programs, conducting research, and sanctioning public events), and generally seeing that our vital mission to help domestic horses worldwide through our wild horse model is carried out to the fullest. The board works closely with its legal, financial, and other professional advisors.

AANHCP Dues

The AANHCP Board of Directors has authorized a mandatory dues program to help support our association (See —AANHCP Disciplinary Policy, **Appendix D**). All CPs are required to pay annual dues to maintain their practitioner status with our association.

The purpose of the dues fee is to help defray costs associated with day-to-day AANHCP operations. These costs include such things as office supplies, printing costs, long distance phone charges, conference expenses, website maintenance, as well as accounting and legal fees (e.g., State and IRS filing fees). Dues collected *do not* go towards any salaries.

Any payments for salaries and/or fees are collected through the training program, clinic fees, AANHCP endowments, targeted research grants, and private donations. All funds received by the AANHCP are allocated under the supervision of its board of directors in accordance with non-profit IRS regulations and state laws.

Dues are paid annually during the month of January. New CPs should pay upon receiving certification and then annually thereafter on the 1st of January. In accordance with our Disciplinary Policy, non-payment of dues may result in forfeiture of one's standing in the AANHCP, including practitioner CP status. To pay online go to: www.aanhcp.net. To pay via mail, send checks to:

AANHCP
PO Box 1432
Lompoc, CA 93438-1432

Training Program Overview

The natural trim is a method used to restore health to the internal structure of the hoof. The goal of natural trimming is to simulate natural wear patterns and to stimulate healthy growth. Natural Hoof Care Practitioners do not force the foot to look a certain way but encourage a healthy and sound hoof to emerge from the inside out.

Students enrolled in the AANHCP natural hoof care training & certification program will master the natural trim as well as the 'translation principles,' which are fundamental concepts and laws of nature necessary to interpret and apply the AANHCP wild horse model in the field. The model enables practitioners to "mimic" the exemplary hooves of the wild horse, which provides the template and foundation for genuine natural hoof care.

The official AANHCP trimming guidelines are based on the wild horse research originally conducted by Jaime Jackson in the 1980s in the U.S. Great Basin. When adhered to properly, these guidelines prevent both invasive trimming practices and/or methods that leave excessive growth which have a deleterious impact on the hoof's integrity, thereby causing harm.

Certified Practitioners in the AANHCP are required to sign a legal "Adherence Document", which states that they will trim equines according to the guidelines and will not engage in shoeing or practice methods that may cause harm (see **Appendix B**). Contrary to the misguided or unsubstantiated opinions of its detractors, the natural trim does not yield a "cookie cutter" approach but does facilitate the unique individual growth patterns of each horse without causing harm or obstructing the natural gaits.

All instruction is conducted by AANHCP-authorized Training Camp Instructors, Clinicians and Field Instructors. They have all demonstrated excellence in their skills and knowledge in addition to any further education & training in order to be able to instruct students in the program.

Our training program is designed to enable students to plan ahead and schedule their field mentorships according to their individual needs. Indeed, the AANHCP does not wish, nor is it able, to micromanage our students' schedules. Thus, it is the responsibility of the students to arrange their own schedules and to execute the steps in a timely manner.

Be sure to familiarize yourself with the necessary steps of your training toward certification as a Natural Hoof Care Practitioner and with this entire website. All students are accountable for the information posted here. The Student and Practitioner Websites are your "lifelines" to the AANHCP. Because our training program is based on the premise and understanding that we are all here to learn, please bear in mind that a great amount of our knowledge of our model (the wild horse) is still largely untapped. Thus, it is incumbent upon the AANHCP leadership to make sure that as new information and interpretations evolve that they are incorporated into the training program.

Indeed, the training program today barely resembles what it did at its inception — when

there was but one mentorship, a booting clinic, and not much more. In other words, we are, out of necessity and determination for excellence, all about change. The training program will likely change as you move through it, as it nearly always has for every student who has passed before you. Even our graduates (CPs) are required to keep abreast of current information through our Continuing Education program. From top to bottom of this organization, no one is exempt from the ever-changing learning pathway — it is our contract with you and all practitioners of the AANHCP.

The Training Program

Step 1: Assignments, Learning Materials, and Tools & Equipment

Upon acceptance into the program, please make your first tuition payment of \$2,500 to reserve your space in the training camp for which you are applying. Upon our receipt of your first installment, an orientation packet containing the five required books, a CD of bulletins as well as a “Hoof Meter Reader” will be mailed out to you.

You should begin purchasing all other required learning materials, tools and equipment right away so that you have everything you need before you start. We strongly advise you to complete your reading assignments as suggested or you may easily find yourself ‘lost’ once your training camp commences.

Required Educational Materials

Books* (Please bring all reading material to the Training Camp)

1. *Founder: Prevention and Cure the Natural Way* by Jaime Jackson
2. *AANHCP Training Handbook/Official Trimming Guidelines*
3. *Paddock Paradise – A guide for Natural Horse Boarding* by Jaime Jackson
4. *Horse Owner’s Guide to Natural Hoof Care* by Jaime Jackson
5. *The Natural Horse: Foundations for Natural Horsemanship* by Jaime Jackson

* *Please Note:* these five books are included in Initial Orientation Packet and are included in the cost of your tuition.

Bulletins, Power Points & DVDs (available at www.Star-Ridge.com)

- *NHC Series Bulletins* (Advanced Natural Hoof Care Library) (on CD)**
- *Creating the Perfect Hoof: Learn to Do a Natural Trim*, DVD
- *The Natural Trim: Eliminating Flares, Splits and Run-under Heels*, DVD
- *The Natural Trim: Trimming the Laminitic Hoof*, DVD
- *How to Trim to the Healing Angle*, PowerPoint on CD

** Please note: this *NHC Series Bulletins* CD is included in the cost of your tuition.

Recommended Tools & Equipment

Note: the tools and equipment discussed here are available at many farrier supply houses and on the internet. Star Ridge Company (www.star-ridge.com) works closely with the AANHCP as a leading NHC supplier for tools, equipment, and for learning materials used in our training program. Star Ridge carries recommended product brands for professional NHC practitioner.

Trimming Tools & Equipment

- **Nippers** — Purchase professional quality nippers only. It is virtually impossible to trim the hoof neatly and efficiently with poor quality nippers. 15 inch nippers are recommended. “15 inch (38 cm)” refers to the handle length. The longer the handle length, the greater the leverage advantage; in other words, you do less work per cut. Avoid the smaller nippers, for example, the 12 inch (30 cm) “pony”, as they require more work-leverage; they also mean more cutting time, since the cutting blade is smaller than the larger (15 inch) nipper. Also, avoid the relatively bulky “compound nipper”, which has a series of built in lever-joints to make it easier to trim really tough hooves. These are not necessary, as the 15 nipper provides all the leverage you will need for any hoof you might face. This nipper will work efficiently for all hoof sizes, from “mini” to “draft”, when used with proper technique. Off-size nippers (such as the 12 inch and compounds) are gimmicky substitutes, and, for the professional, only represent more unnecessary expense, storage space, and “weight” to carry around.
- **Hoof Knife** — There are many quality hoof knives in the marketplace, and often they are very different from each other. For example, there are left and right hand models, single and double cutting edges, wide blade and narrow blade, concaved and not so concaved blades, wooden and elk handles, and so forth. The AANHCP recommends using a narrow blade, single cutting edge, wooden handled, moderately concaved hoof knife. If you are left-handed, use a left-hand model; if right-handed, use a right-hand model. Some people believe it is necessary to wield both left and right hand knives; in fact, this is not an efficient use of hoof knives. With proper technique, a left-hand knife can do the job of a right-hand model, and vice versa. Also, it is prudent to keep a back-up knife in your tool box, just in case a knife is accidentally broken, lost or worn out.
- **Hoof Knife Sharpeners** — Inevitably, hoof knives dull when put to use. The remedy is to sharpen them. Two types of sharpeners are recommended: a flat-edge sharpener for the main blade, and a round-edge sharpener for the crook (curved end of the knife).
- **Hoof Pick** — There are many types of hoof picks in the marketplace. As a rule, pick the largest one that fits comfortably in your hand, and the simpler its design the better. Some practitioners use hoof picks with brushes attached opposite the pick.
- **Hoof Brush** — A stiff, bristled hand brush is recommended for cleaning out debris left by hoof pick in the bottom of the hoof, particularly when mud is present. [**Note:** keeping a long handled broom in your work vehicle is also handy for brushing mud or caked dirt off the outer wall (recommended).]

- **Rasp** — Most models of flat hoof rasps will work. But what is important is that the rasp's cutting chisels be very pronounced and aggressive. Use the standard 14 inch (35 cm) rasp, as opposed to the smaller (pony/mini) or “extra large” (draft) versions, which are neither necessary nor advantageous to a professional trainer. Once more, proper technique precludes the need for cumbersome, gimmicky equipment, which only add expense, storage space, and weight. Star Ridge sells a good one.
- **Sole (Round) Rasp** — For smoothing solar plane of hoof.
- **Rasp Handle** — There are many rasp handles. Only the professional Aluminum models are recommended.
- **Hoof Meter Reader*** — Necessary for accurate measuring of hoof angle and toe length.
(*Included in Students Orientation Packets)
- **Metric Measuring Tape** — Must read in metric units.
- **Vernier Caliper** — See AANHCP Official Trimming Guidelines for photo/description.
- **Gloves** — Cow grain leather gloves with wrist closures are recommended. A bit less expensive and fairly durable are the coated gloves by PalmFlex. Especially for trimming in colder regions, their ThermalFlex gloves are helpful.
- **Trimmers Apron** — Leather is recommended.
- **Hoof Stand** — Hoof stand is required and necessary for quality work.

De-Shoeing Tools

- **Shoe puller** — Required and necessary for pulling horseshoes.
- **Crease nail puller** — Highly recommended if you want to learn how to pull shoes. This tool is specifically designed to remove nails from stubborn shoes that don't pull readily.
- **Clinch Cutter** — Highly recommended. Used to cut nail clinches during shoe removal. Also used to remove broken nails embedded in the hoof wall.
- **De-shoeing Hammer** — Used with clinch cutter during shoe removal and when removing broken nails embedded in the hoof wall.

Other (Suggested) Important Equipment

- **Tool Box** — This is another important item: a tool box to organize your non trimming accessories and trimming tools when not in immediate use. Very helpful also in a clinic environment when you're learning and organization is of paramount importance.

• **Tool Carrier** — This is a foldable leather carrier for your active hand tools, which are removed and attached to your hoof stand. It's purpose is to keep your active tools accessible, organized and separate from "back up" tools in the tool box; cutting edges sharp; and moisture out, which can cause rust and ruin.

[**Note:** For Int'l Students coming to U.S. Training Camps, **Trimming Equipment and Tools** may be shipped to your Training Camp Instructor.]

Required Study Assignments & Physical Conditioning Exercises

Although you will need to read and/or view all materials (unless otherwise noted) prior to taking your final exam, we think it might be best if you complete your assignments as outline below. In addition, it is imperative that you begin body conditioning exercises to help prepare you in advance of trimming horses in the training camp and field mentorships.

Studying To Be Completed Prior to the First Day of Training Camp

1. *The Natural Horse* (Read entire book)
2. *Founder: Prevention and Cure the Natural* (Read entire book)
3. *Paddock Paradise* (Read the Introduction as well as Chapters 1 and 3)
4. Review the "Paddock Paradise" website (www.paddockparadise.com)
5. *Horse Owner's Guide to Natural Hoof Care* (Read Introduction, Chapters 1-2, 4-6, 8-10*, 13, 16, Appendix (Troubleshooting) and Glossary *Study and Understand Data in Bell Curve in Figure 10.2 [**Note:** Skip Chapter 3 of the HOG Entirely])
8. *Creating the Perfect Hoof* (Review entire DVD)
9. *Understanding the Healing Angle* (Review entire Power Point)
10. Bulletins:
 - #100 (*hgc: Hoof Growth Cycle*)
 - #101 (*Trimming for Natural Toe Angle, Heel Length, and Toe Length*)
 - #102 (*Supercoraiitis: Laminitis Redefined*)
 - #103 [*The Supercoraiitis (Laminitis) Pathway*]
 - #109 (*The Whole Horse Trim: Finding the Natural Hoof Within*)
 - #110 (*The Supercorium*)

Physical Conditioning Exercises You Should Begin Immediately

Refer to **Appendix A** for a description of physical conditioning exercises and exercise tools/equipment we want you to act on just as soon as you apply to our training program.

Step 2: Natural Hoof Care Practitioner Training Camp Curriculum

The AANHCP Training Camp Manual is posted on our public website, under “NHCP Training Program” then click on “Curriculum for NHCP Training Program” for a listing of specific training modules, descriptions of training module content, and daily/weekly schedules, for your NHC Practitioner Training Camp (applies to all Training Camps worldwide).

Step 3: Field Mentorships

About mentorships and mentoring

Mentoring has its roots in the writings of Homer in the *Odyssey*. When Odysseus, King of Ithaca, went to fight in the Trojan War, he left the care of his household to his old and trusted friend Mentor. More specifically Mentor acted as a teacher and overseer to Telemachus, the son of the King. When the war ended Odysseus was condemned to wander vainly in search of his home. During this time Telemachus set off to find his father accompanied by the goddess Athena, who took the form of Mentor. In time father and son were reunited and together they successfully cast down the usurpers of Odysseus’s throne to restore the kingdom and birthright of Telemachus. Thus the role of Mentor was not just to raise and care for Telemachus but to prepare him for the responsibilities and tasks ahead. Hence the term “mentor” has now become synonymous with the concept of trusted adviser, friend, teacher and wise counselor (Shea, 1997).

AANHCP Definition of Mentoring and Our Criteria for Field Mentorships:

To help and support students to manage their own learning in order to maximize their potential, develop their skills, improve their performance, and become the practitioner they want to be.

Our objective is to give you as much training (beyond what you learned in the Training Camp) as you need to prepare you for working independently in the field.

Mentorship Requirements

- Total of 10 mentorships on 10 separate days
- Each mentorship is conducted by an authorized AANHCP Field Instructor
- Each mentorship must include the student trimming a minimum of two horses in a one day period
- The student must do the trimming, although the FI may correct mistakes made by the student for the purpose of instruction.

- Mentorship may be conducted using personal or client horses of either student or the FI.
- No mules, donkeys, or draft horses to be used unless agreed on by both FI and student
- Student shall not trim horses with an active history of being dangerous (kicks, strikes, bites, will not stand, etc.).
- Student shall not trim horses that are anesthetized or drugged for compliance behavior
- Mentorship fee rate to be established by the AANHCP
- All mentorships must be completed within 60 days of graduation from the training camp
- At least two different FI's must be used to conduct the mentorships.
- Student will not be instructed to trim, or allowed to trim, except according to AANHCP Guidelines and authorized instruction given in the training camps
- FI has the right to terminate any mentorship if their opinion is that the student is incapable or unwilling to follow trim protocols in keeping with the AANHCP Guidelines and authorized instruction given in the training camps
- No alcohol allowed during field instruction.

Locating an authorized Field Instructor

Go to the website and look for CPs with the title “Field Instructor” under their name. Each student is responsible for scheduling and coordinating these directly with the field instructor. The field instructors make every effort to respond to your scheduling query without undue delay; however, many have very busy schedules and a delay of one or more days is possible before you hear back from them. But if you don't get a response within a week, contact Monica Meer (CP-WI), our Coordinator for Field Instructor Affairs, to assist you. (monica@thenaturalhoof.com, (262) 968-9499)

Payment

The ten mentorships are included in the price of your tuition. Some students may elect to take additional mentorships (i.e., more than 10) if they feel they need them or will benefit from them. If you do schedule additional mentorships, you should pay the instructor directly for this training at a rate of \$150 or whatever rate the two of you agree upon. Please do not send this payment to the AANHCP.

To get the most out of the experience, students and instructors should make an effort to find enough common ground to make the learning session work well. Feel free to talk about this in advance of the mentorship with your Field Instructor. The worst thing a student can do is to say and do nothing. Actively engage your instructor and ask any questions that come to mind. Repeat what you think you understand to your field instructor to make sure you have the information correctly. To get the most out of your mentorships, be an active participant and a good communicator. You are here to learn, and our instructors want to teach you the best they can.

There can be an advantage to taking your field mentorships with a variety of different in-

structors in order to give you many perspectives and insure a broader experience base. By working with a greater number of instructors, you may potentially have a broader understanding of the Trim Guidelines and better see how they are applied to all horses in all environments. However, we have also tried to make the field mentorships more economical by allowing students to take up to five with one instructor in order to eliminate excessive travel expenses.

Your field instructor will need to fill out and sign a mentorship report at the end of each mentorship. This can be downloaded from the forms menu on the instructor website.

Your mentors will likely introduce you to their clientele horses, thus giving you exposure to real life natural hoof care situations during the training program. Make every effort to listen closely to each instructor's directions for trimming, horse handling, and conducting yourself professionally with his or her clientele. An unfavorable report (e.g., refusing to cooperate with the instructor) may result in you being required to repeat the training with that instructor, or assign another mandatory mentorship, or take some other appropriate action.

Step 4: Final Written and Field Exams

Upon completion of your last field mentorship, you should notify the Exam Coordinator that you are ready to take your final written exam – for which you have 30 days to complete and return to us. In addition, you have 30 days to schedule and complete your final field exam with one of the Final Examining Instructors.

Post-Certification Recommendations

There's much for you to do once certified by the AANHCP. Here are some suggestions:

Develop your own clientele — In addition to being posted on the AANHCP public website, begin doing your own horses (if you haven't already), your friends', perhaps others in your barn, and anyone else who seems interested. You may also query AANHCP CPs in your area for referrals. You can also contact your former TC Leader for ideas.

Seek Help — Since you are still a novice CP, don't get in over your head with difficult hoof cases — seek help. For example, if you encounter a severe pathology (e.g., chronic laminitis), you are encouraged to contact senior AANHCP CPs in your area (or anywhere) for guidance and back-up, and possible intervention.

Give small scale, local educational clinics — As a CP, you are sufficiently knowledgeable and qualified to give local educational clinics to educate and inspire area horse owners. At the same time, you will attract new clients, thereby benefitting horses, their owners, the AANHCP, and yourself. If you have larger venues in mind (e.g., Equine Fair), contact Jill Willis (jillwillis@aanhcp.net) for guidance and assistance.

Earn extra income — By ordering official AANHCP educational materials at wholesale discounts from Star Ridge Publishing to sell to your clients (and prospective clients) and clinic attendees. Many AANHCP practitioners, both students and CPs, are doing this successfully. Here's how to do it: Contact Star Ridge (www.star-ridge.com) and tell them you are a new AANHCP certified practitioner. Star Ridge will extend a discount to AANHCP practitioners when they place orders for multiple copies of books recommended by the AANHCP. This discount would apply to the Jaime Jackson books (except the *Guide to Booting Horses for Professionals*).

Official Business Cards — Take pride in the AANHCP and order our official business cards, brochures, invoices, letterhead and other printed materials to let clients and others know about the organization you are representing in the field. Please see the Practitioner's website for the order link. You are also welcome to order your own personalized business cards, etc., and include the AANHCP website and your CP status.

Abide by our Oath of Allegiance — Be sure to read and abide by our association's Oath of Allegiance (see **Appendix C**). This important document is encompassed by our Disciplinary Policy (see **Appendix D**), and, as a CP, you are required to uphold and defend its important tenets throughout your career with the AANHCP.

Filing a Complaint

The AANHCP leadership recognizes the importance of accountability in the administration of its Training and Certification Program. One avenue to achieving this accountability is to enable students who feel they have been wronged or treated unjustly in some way, to submit their complaints to the leadership in complete confidence, without fear of reprisals for having spoken out, and with assurance that their issue will be addressed appropriately and in a timely manner.

Complaints must be issued in writing, and for this purpose, email communications are requested by the leadership. Complaints not submitted in writing will not be acted on by the AANHCP chain-of-command. Accordingly, the leadership offers its students the following official pathway for addressing their grievances in confidence:

Step 1: Send an email communication to the Program Director — Chances are excellent that most complaints can be met and resolved to your satisfaction in cooperation with the Director. The Director may escalate your issue to the AANHCP Board of Directors for additional counsel and action. Contact Jill Willis at jillwillis@aanhcp.net.

Step 2: Send an email to any member of the AANHCP Board of Directors — If the Director is unable to answer your complaint to your satisfaction, then you are authorized to move further up the chain-of-command to the AANHCP Board of Directors itself. By email, you may submit your complaint to any or all members of the board. An officer of the board will acknowledge your communication and provide you with a response timeline. Within that timeline, your issue will be addressed by the board and you will be informed of its decision to take action.

Physical Conditioning Exercises for NHCP Training (Required)

Overview

The purpose of the following exercise regimen is to prepare your mind and body for the mental and physical challenges that comes with trimming horses. This is nothing to take lightly or ignore. Every year hoof care professionals are forced to quit their careers due to back injuries, hernias, lower and upper back sciatica, and carpal tunnel syndrome. Most of the time, these, and other debilitations, can be avoided if only practitioners were to develop good exercise regimens and remain faithful to them throughout their careers. Habitual reliance on pain killers can largely be avoided, too, by getting in shape and staying in shape.

The following exercises are intended to be done daily. The exercises are grouped in "sets". Each set includes "repetitions" of the particular exercise. On non-trimming days (days off from your work), we do multiple sets; on trimming days, we do just one set. Here's why:

Multiple sets gradually develop the muscles in your body for hard work (like trimming horses). At first, you will do fewer repetitions; but as the weeks and months go by, you will automatically be able to increase the number of repetitions. I call this "progressive development". It applies equally to your trimming. At first, you will only be able to do a few hooves at a time, maybe only one hoof. Then, through progressive development, you will be able to do two hooves without stopping, then three, and, one day, the entire horse! Also, at first, your mind will be saying, "I can't do this". But, once more, through progressive development, your unconscious mind will begin to "take over" and say, "Now I can do this". And you will! Because you've been honest about doing your entire exercise routine, you'll be able to do the work. This is important to understand because I have witnessed many students quit simply because they failed to realize how progressive development works. Everyone who succeeds in this line of work — and I measure "success" by the number of work years — comes to grip with this sooner or later; those who don't inevitably fall by the wayside. The continuing high demand for quality hoof care professionals mirrors, to some extent, the strained supply of skilled, long term seasoned veterans.

One exercise "set" will prepare you for the day's work. Muscles are stretched and worked lightly -- "toned". You don't want to wear yourself out. Through the set, we seek only to create a "tension" throughout the muscles in your body. So that your body is "revved up" and ready for trimming. It's that simple. Insufficient "warm up" is an invitation to back strain, sciatica, and other serious issues.

In all cases, only do the number of repetitions that you can handle. "Over doing it", as they say, only invites defeat. That would be like going out and trimming one or more horses for the first time, without any physical preparation. We begin always with moderation, and build from there. Everyone "builds" at their own rate, so don't compare yourself to the next person. Just do the best you can and listen to your own body "speak" to you.

A classic sign of over-doing it is the sensation of aching, "muscle burn"; this occurs when the muscles are deprived of sufficient circulation and oxygen to function normally. When this

sensation begins to happen, it's time to stop and rest. After a few moments, the burn abates, and you can try another set. In other words, the advent of the burning sensation puts the current limit on the number of "reps" per set. In the exercise regimen below, I've provided recommended "rep" and "set" goals to shoot for.

Another classic symptom of “over doing it” is the sudden sensation of “sharp pain”. “Ouch”, means “back off, you have stepped over the line with me”. That’s your nervous system speaking to you. Sharp pain can also mean poor technique, and that has to be factored. Regardless, sharp pain is nothing to “work through”, it means stop, rest, reconsider technique (or the number of reps), and then try again once the acute sense of pain mitigates.

The following exercises are ones that I use myself today, and I've been using them for decades. I am 62 years old (2009), and it is easier than ever for me to trim, and I attribute this success largely to this exercise regimen. The exercises here do not work the muscles in exactly the way trimming does, but they provide a powerful and relevant "foundation", as I think of them, for trimming. They work the "whole body", emphasizing the major muscle groups that will be deployed during trimming. A side benefit is that they will make you look toned ("cut"), feel healthy, and even appear sexy to others! As they say, everyone envies a "great body". Go for it.

If you do go to a local gym, consider incorporating these or “substitute” exercises with some of the fancy equipment at your disposal. I've done that too with great success. The advantage of these, is that you can do them right at home.

Diet

Naturally, exercise (and trimming) isn't all there is to this. We also have to consider diet. This is a touchy subject with a lot of people, but I will weigh in here since I want you to be as healthy as possible for the work ahead. Basically, I recommend eating sensibly. This means begin with as many raw fruits, vegetables, and proteins as you can. The doesn't mean eating uncooked food, but it does mean minimizing "institutionalized" (chemically processed) foods in your diet. Trimming will exact enormous nutritional resources from your body, so eat sensibly.

It's also a very good idea to eat something before working. I call this "nutrifying the body". This means eating enough to get you through the work, but not so much that you feel like a bloated, sluggish, lead weight! You'll know exactly what this means when you "over" or "under" do it. Adjust accordingly. Most trimmers sooner (than later) realize the importance of sustaining fluids in your body. You don't want to become "dehydrated", which can lead to dizziness and even passing out. Here's what I recommend: First, keep ample bottled water and drink as often as you feel thirsty. Your body will let you know exactly what this means. Don't listen to others, listen to your body. Everyone's needs vary, and with trimming, especially in varying weather conditions, water consumption varies too.

Second, you will discover that water won't suffice alone to quell your thirst and keep you from dehydrating. This is because the body needs extra "quick energy" at certain times to offset physical stress and dehydration. Here's what I've been doing successfully for decades: along with the bottled water, sip a coke poured over ice; along with the coke, eat some of the ice. This

will give you some of the energy your body is calling for. Also, bring along some beef or turkey jerky. This will deliver needed salt and protein in a tasteful way. Use the "natural" jerky brands without nitrites and other chemicals. Finally, use a lip balm (preferably petroleum-free), which checks moisture loss through the mucous membrane (it all keeps the lips from painful chapping).

Exercising Equipment

Very little equipment is needed to develop a powerful muscle foundation for trimming. In fact, not even a gym is necessary. You will need a pair of "rotor-push-up" grips, a pair of hand exercise grips, two dumbbells, a jump rope, and pad to lay on when exercising on the floor. All of these are depicted (pp. 20 - 23) after the exercise descriptions, and can be found at just about any sporting goods store or department store (like Wal-Mart — in fact, everything here I purchased at Wal-Mart). A small financial investment -- less than a typical one month's subscription to a gym -- is all that's necessary. Everything can just about fit in a shoe box (except the pad)!

The Exercise Regimen

Warm up (stretching)

Do the number of reps designated for each exercise. The number of reps designated constitute one "set". Do all the exercises in order, doing only one set of each exercise. Do not rest for more than five to ten seconds between each set. Do the reps at a speed you are comfortable with. As with any exercise, breath out while pressing weight, breathe in between presses. If you cannot complete all the reps in a given exercise without muscle burn, then use the number you can do as your personal starting point, and only do that number. Increase the number of reps to the designated number over weeks and months, depending on your ability.

1. Arms swinging, twisting at waist — stand up straight, feet at shoulder width; begin swinging outstretched arms parallel together, to the left, then to the right, twisting at the waist. Arms should swing freely, very relaxed, never rigid. This constitutes one rep. Do ten reps. This exercise stretches the lower back muscles, side-to-side, and helps prevent lower back strain and sciatica.

2. Arms stretching, waist rigid — stand up straight, feet at shoulder width, fists/knuckles facing each other at chest level, elbows parallel with fists. Swing fists outward facing away from body at chest level, returning to starting position; then swing elbows towards back at chest level, arms still bent, returning once more to starting position. This constitutes one rep. Do 10 reps. This exercise stretches the muscles of the upper back and chest, and helps prevent upper back strain and sciatica.

3. Side body bends, give at waist — stand up straight, feet at shoulder width, arms elevated at sides while slightly curled at chest level, with palms facing upward and fists lightly clenched. Bend body on left side, letting left arm (still slightly curled) aim towards ground, while the right arm (also still slightly curled) aiming towards sky. Repeat on right side. This constitutes one rep. Do 10 reps. This exercise complements Exercise #1

4. Knee bends, calf-stretch — stand up straight, feet at shoulder width, then pivot to the left (toes point to left) on left foot, bending at left knee, pointing stomach towards left knee, and concaving small of back; pivot also on right foot (toes point to left also, heel off the floor) keeping right leg relatively straight. In this position, and using pressure from concaved back (stomach will extend to the left), stretch lower back and right calf muscle. Exert this "back pressure" three times. Next, do the same thing next, facing to the right. This constitutes one rep. Do five reps. This exercise builds on previous exercises, stretching lower back, but now stretching the calf muscles too.

5. Knee bends — stand up straight, feet at shoulder width; with both hands on either side of waist, bend at knees, extending arms and hands forward at chest level. Return to upright position, arms at waist once more. When in the bent position, you should be able to see your toes. This constitutes one rep. Do 8 to 10 reps. This exercise not only stretches the muscles of the hips and lower legs, it is a compression exercise that builds calf, thigh, and hip muscle mass, strength, and tone. It also approximates the "farrier position" during trimming, and so helps prepare muscle stamina and overall body balance for trimming.

6. Sit in chair position — this exercise is a variation of Exercise #5. Assume the bent position described in #5. Rather than go up and down this time, "sit" in this position while touching hands to floor and/or resting forearms on thighs, counting to 8 seconds; return to upright starting position with hands at waist. This constitutes one rep. One or two reps is all this is necessary per set.

7. Jumping Jacks — this is a traditional exercise. Stand up straight, feet together. With arms extended straight down at sides, jump up into the air and land on feet at shoulder width (or perhaps a little wider); at the same time bring arms upward with hands coming together, palms facing outward, fingers extended. Next, reverse the movement, coming back to the starting position. This constitutes one rep. Do ten reps. This builds leg/hip muscle tone, agility, and balance. The "hop" in the Jumping Jack will prove useful when moving under the horse during trimming, when "hopping" is more efficient and safe than "waddling" from one position to another if the horse moves and you are going to move with him. Remember, trimming is seldom a "stationary" process.

At this point, you have completed one set of each exercise. Before repeating these sets, complete the next set of muscle building exercises first. Then return to these stretching exercises and complete one additional set of each.

Muscle Toning and Building

1. Rotor-push ups — this exercise uses a commercially available "rotary grip" device for doing push ups (called "press ups" in the UK). I use it everyday, and find that it impacts the whole body much more effectively than conventional push-ups do with hands on the floor. The "rotors" provide an effective grip, much easier on the wrists, and facilitate a "deeper" push up experience. Begin with arms extended, feet on the ground, palms facing each other, hands clenched on the rotor-grips, body "straight" as you can keep it. This is the starting position. Now, descend until elbows are well bent, turning palms of hands inward and facing to

the rear when fully down. [This actually contradicts the manufacturer's instructions, which recommends rotating the wrists just the opposite, and which I find painful in both the wrists and the shoulder's rotator cuff.]. Women can use their knees rather than their feet, but they should strive to use their feet over time. Down and back-up constitutes one rep. Do ten reps. Men should strive to do 20 reps. This is a great muscle developer, from neck to foot.

2. Alternating arm curls (dumbbells) — women use 5-lb dumbbells; men 10-lb dumbbells. Stand up straight, feet at shoulder width, one dumbbell in each hand, palms facing body. Lift one dumbbell at a time to chest level, rotating hand so that dumbbell/palm are facing towards shoulder; reverse to starting position. Do the other arm. This constitutes one rep. Work up to 20 reps.

3. Dumbbell press, arms at shoulder-width — women use 5-lb dumbbells; men 10-lb dumbbells. Stand up straight, feet at shoulder width, one dumbbell in each hand, palms facing body. Lift both dumbbells above the shoulders, arms bent at shoulder, palms facing each other. This is the starting position. Press both dumbbells up until arms are fully extended (exhaling your breath), palms facing each other, then slowly lower them down to starting position. This constitutes one rep. Work up to 10 to 20 reps.

4. Arm curls, simultaneous (dumbbells) — similar to #2 above. Women use 5-lb dumbbells; men 10-lb dumbbells. Stand up straight, feet at shoulder width, one dumbbell in each hand, palms facing body. Lift both dumbbells at the same time to chest level, palm facing towards shoulder; reverse to starting position. This constitutes one rep. Work up to 20 reps.

5. Dumbbell press, palms facing you at face level — similar to #3 above. Women use 5-lb dumbbells; men 10-lb dumbbells. Stand up straight, feet at shoulder width, one dumbbell in each hand, palms facing body. Lift both dumbbells above the shoulders, palms facing towards your body such that the ends of the dumbbells (next to your little fingers) are lightly bumping each other. This is the starting position. Press both dumbbells up until arms are fully extended (exhaling your breath), palms rotating until facing away from you; slowly lower them down to starting position. This constitutes one rep. Work up to 10 to 20 reps.

6. Chest expander, supine position on mat — a great chest developer. Lay on your back, with dumbbells positioned on either side of waist. Carefully (so as not to hurt your wrists), raise both dumbbells (using a curling action) above each shoulder, arms extended straight, palms facing each other. This is the starting position. With arms straight, palms facing your body, lower dumbbells straight down on each side (even with your chest) until almost touching the floor. Lift them back up to starting position. This constitutes one rep. Work up to 20 reps.

7. Bicycle sit-ups with spring-loaded hand grips — this is a dual exercise that conditions the stomach muscles and hands at the same time. Lay on your back with a hand exercise grip in each hand; bend your legs at the knees, lift off and "pedal" in the air. At the same time, lift your head so you can see the pedaling action. Also at the same time, alternately flex the exercise grips. One left-and-right pedal constitutes one rep. Do 25 reps.

8. Regular sit ups (lower back in contact with floor/mat) with hand grips — this is a variation of #7. Instead of bicycling, bend your legs at the knees, keep both feet on the mat, and lift your head and upper back (which flexes the abdominal muscles) while flexing both exercise grips at the same time. Flex the grips 5 times before returning your head to the mat. This constitutes one set. Do two to four sets.

9. "Butt" Balance with hand grips — immediately after completing #8 above, sit up and balance your body as follows: hold both arms out straight from your sides at chest level, about 2 pm (right arm) and 10 am (left arm); you should have a hand grip in each hand. With your toes/feet together, elevate your legs as high as you can while balancing on your buttocks. Hold this position while you flex the hand grips five times. This constitutes one set. Do one or two sets. This is an excellent "dual exercise" that builds on the previous "sit up" exercises (#7 and #8); obviously it conditions the abs while engaging you in a challenging "balancing act" for agility's sake.

10. Jump-rope — work your way up to 50 jumps at a time without stopping or missing. If you haven't jump-rope in some time, you may find it challenging. Persevere! This constitutes one set.

Compression Walking/Jogging

This is another important adjunct to the foregoing exercise program. I call it "compression walking/jogging" and our goal is to walk/jog in a slightly different manner than what most of us might be thinking. Recent research has demonstrated that simple "walking" and even jogging on the flat, have relatively little "cardiovascular" value. I agree. So, what I am recommending is that we walk (no need to jog or run at all) up and down a staircase, steep hill or trail, etc., for about 10 to 15 minutes. You will feel muscle pressure and breathing like nothing before. It will (should) be very challenging at first, and then, through progressive development, become more than tolerable — enjoyable. The benefits to "good looks" and health, and your trimming career, make this exercise worth every bit of whatever inconvenience it may present. Simply, do it! And make it another of life's "better habits". Besides, it's also a perfect opportunity to spend quality time with your spouse, special friend, and pet.



Gold's Gym Folding Exercise Mat



Multi-Purpose Fitness Mat with Washable Cover

Rotary Push-up Grips



The Perfect Pushup (brand name) “was developed by a U.S. Navy SEAL using the latest advances in biomechanics and engineering to help you achieve better results in less time. The unique rotating handles allow your arms to rotate naturally when you do pushups, the same way they do when you throw a punch or press up a dumbbell. This accelerates results by engaging more muscles in the arms, chest, shoulders and back. It also helps reduce strain on wrists and elbows, and helps to stabilize and strengthen the shoulder joint. You'll notice the comfort and effectiveness of the Perfect Pushup on the very first try!” — Manufacturer’s comment



Gold's Gym Hand Grip



Cast Iron Dumbbell — men use the 12 to 15 lb. dumbbells.

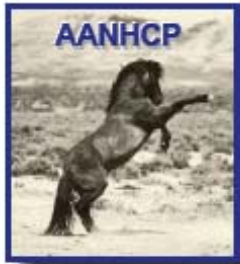


Neoprene Dumbbell — women use the 5 to 8 lb. dumbbells.

J Fit Cushioned Grip Jump Rope



Adjustable 9' rope with cushioned grips allows for proper length. Ergonomically designed foam grips provide a comfortable and cushioned feel. Sealed bearings ensure fluid rope spin. Synthetic cord for faster rope speed.



Association for the Advancement of Natural Horse Care Practices

STATEMENT OF ADHERENCE TO THE OFFICIAL TRIMMING GUIDELINES OF THE AANHCP (Natural Trim Workshop Requirement for all Student Practitioners)

AANHCP Policy states that the natural hoof trim must be practiced and taught with consistency within the AANHCP Training & Certification Program and by all AANHCP practitioners in the field.

*I understand that the purpose of the “natural trim” is to simulate, through regular trimming and aided by natural boarding conditions, the natural wear patterns of Great Basin wild horses (horses, mules, and burros) observed by Jaime Jackson. Jackson's research with wild horses was described in his book, *The Natural Horse*. Accordingly, a natural trim that adheres to the Wild Horse Model taught by the AANHCP based on Jackson's research removes from the hooves of domesticated horses what nature would have worn away from them under natural circumstances in the Great Basin — excess growth and waste material.*

I acknowledge that I have read and understand the Official Trimming Guidelines of the AANHCP. I understand that the Guidelines described therein are a stepwise outline for performing the natural trim and that they apply to healthy and pathological hooves in all circumstances, conditions and environments.

I acknowledge that I attended a Natural Trim Workshop (NTW), where I successfully demonstrated before an authorized NTW Clinician my ability to perform the natural trim according to the Guidelines outlined in the "Official Trimming Guidelines of the AANHCP". Further, I acknowledge that I satisfactorily fulfilled the “3 Hoof Test” section of the clinic practicum.

I understand and will consistently follow without exception the AANHCP trimming Guidelines when trimming hooves during my training and in the field. Further, I will adhere in all instances to the AANHCP Oath of Allegiance (including the cessation of all manner of fixed horseshoeing), and all Operational Policies set forth by the Board of Directors, and that I shall be denied certification and membership in the AANHCP if I violate the same, or any of the above.

PLEASE NOTE: *If you do not understand or do not agree with any or part of any of the above statements do not complete and sign this document.*

Signature of Student Practitioner

Date

This section to be filled out by authorized NT Workshop Clinician

I, [Print your name] _____, did witness [Print name of Student] _____, on the day of [mm/dd/year] _____ satisfactorily perform the "Natural Trim" in accordance with the Official AANHCP Trimming Guidelines and “3 Hoof Test” practicum.

Signature, Authorized NT Workshop Clinician

Date

Note to Student: Sign this document, have it signed also by your NTW Clinician, make a copy for your records, and mail the original to:

AANHCP · P.O. Box 9213 · Calabasas, CA 91372

All association members are bound by policy and in spirit to adhere to the official AANHCP Oath of Allegiance:

AANHCP Oath of Allegiance

I duly swear before my peers and all others, that according to my ability and judgment, I will keep this Oath:

I will follow the system or regimen of the Artful Science of Natural Hoof Care which has been impressed upon me and so examined by those who have certified my competency, and which, according to my ability and judgment, I consider for the benefit of equines in my care, and ab-stain from whatever is deleterious and mischievous.

I will honor the Healing Powers of Nature and advocate no pernicious act or procedure, including any manner of fixed shoeing or orthopedic treatment which impairs the hoof mechanism, obstructs the natural gaits, or causes psychological trauma, upon any equine if asked, nor suggest any such counsel.

Whatever connected or not connected to my professional services, I see or hear, with respect to the perpetration of serious and inhumane injuries of any equine, including transgressors of my own Art, I will report to the Officers of my Association and the Law, accordingly.

With purity and with respect for equines in my care, I will live my life and practice my Art. I further pledge to remain respectful of other professionals involved in equine care and maintain confidentiality with my clients.

While I continue to keep this Oath inviolate, may it be granted to me to enjoy life and the practice of my Art, respected by all.

ASSOCIATION FOR THE ADVANCEMENT OF
NATURAL HORSE CARE PRACTICES, INCORPORATED

CODE OF ETHICS
AND
DISCIPLINARY POLICY AND PROCEDURE

ADOPTED BY THE BOARD OF DIRECTORS
[March 25, 2007]

1. Purpose

- a. The Association for the Advancement of Natural Horse Care Practitioners, Incorporated (the "AANHCP") was organized and exists to promote equine well-being, in general, and in particular, to advance the humane care and management of domestic equines worldwide through the application of proven practices and principles based on the research and findings of wild, free-roaming equines. The AANHCP promotes the Artful Science of Natural Hoof Care while also promoting the common business and ethical interests of those currently certified by the organization, those actively pursuing certification by the organization or that has and those who have been elected or appointed to an official position within the organizational structure (hereinafter referred to as "members") and other parties seeking to advance equine well-being and natural horse-keeping practices for domestic equines.
- b. The AANHCP has adopted this Code of Ethics and Disciplinary Policy and Procedure (the "Code of Ethics") in order to further promote its mission and the collective interests of its members relative to the AANHCP's mission.

2. Code of Ethics

- a. Each AANHCP member agrees to abide by the following AANHCP Oath of Allegiance:

AANHCP Oath of Allegiance

I duly swear before my peers and all others, that according to my ability and judgment, I will keep this oath:

I will follow the system or regimen of the Artful Science of Natural Hoof Care which has been impressed upon me and so examined by those who have certified my competency, and which, according to my ability and judgment, I consider for the benefit of equines in my care, and abstain from whatever is deleterious and mischievous.

I will honor the Healing Powers of Nature and advocate no pernicious act or procedure, including any manner of fixed shoeing or orthopedic treatment which impairs the hoof mechanism, obstructs the natural gaits, or causes psychological trauma, upon any equine if asked, nor

suggest any such counsel.

Whatever connected or not connected to my professional services, I see or hear, with respect to the perpetration of serious and inhumane injuries of any equine, including transgressors of my own Art, I will report to the Officers of my Association and the Law, accordingly.

With Purity and with respect for equines in my care, I will live my life and practice my Art. I further pledge to remain respectful of other professionals involved in equine care and maintain confidentiality with my clients.

While I continue to keep this Oath inviolate, may it be granted to me to enjoy life and the practice of my Art, respected by all persons, in all times. But should I trespass and violate this Oath, may the reverse be my fate.

- b. Each AANHCP member pledges to observe high standards of integrity, fair dealing and competence by:
- i. Taking every opportunity to increase public understanding and acceptance of the Artful Science of Natural Hoof Care as the most humane and healthful approach to equine hoof care.
 - ii. Demonstrating in professional practice, personal behavior and public and private discourse respect for the Healing Powers of Nature.
 - iii. Fully informing each client of all facts and circumstances relevant to the beneficial use of the Artful Science of Natural Hoof Care.
 - iv. Honoring all contractual obligations until or unless altered or dissolved by mutual consent of all contractual parties or by law, and by fulfilling contractual and other professional obligations in a prompt and competent manner that is fair to all parties concerned, while always maintaining equine health as the highest priority.
 - v. Refusing to advocate any pernicious act or procedure, including any manner of fixed shoeing or orthopedic treatment that impairs the hoof mechanism, obstructs the natural gaits, or causes psychological trauma to any equine.
 - vi. Observing in all aspects the Official Trimming Guidelines of the AANHCP.
 - vii. Adhering to the highest standards of ethical and honest behavior.
 - viii. Refraining from any professional practice, personal behavior or

public or private discourse that maligns the AANHCP, its officers or members or the Official Trimming Guidelines of the AANHCP.

3. Basis for Discipline or Expulsion

A member is subject to discipline by or expulsion from the AANHCP for non-payment of dues, violation of the AANHCP Code of Ethics, as stated in under paragraph 2, the commission of any private or public act deleterious of the goals of the AANHCP (or otherwise detrimental to the interests of, or tending to cause disrepute to, the AANHCP, its officers or its members), exceeding recommended or customary periods of time in the training program without advancement, failure to successfully complete continuing education requirements mandated by the Board of Directors, refusal to comply with Board mandates, or the commission of any inhumane act to any equine or other animal.

4. Initiation of Disciplinary Action

No disciplinary action shall be taken hereunder except upon:

- a. A written accusation against the subject member by the management of the AANHCP or by another member or a non-member claiming to have firsthand knowledge of acts committed by the subject member deserving of disciplinary action submitted to the Board of Directors. In the event an accusation regarding the treatment or care of an equine is presented by a party other than the horse owner, it must include a statement that the accusation is submitted with the knowledge and consent of the horse owner, and that the horse owner agrees to cooperate in the event of an investigation;
- b. The determination or adjudication by a government administrative agency or a court of law that the subject member has committed any act involving moral turpitude, the inhumane treatment of any animal, or any other act deserving of disciplinary action;
- c. The subject member's admission of having committed any act involving moral turpitude, the inhumane treatment of any animal, or any other act deserving of disciplinary action;
- d. Passage of a written resolution of the Board of Directors, the Executive Committee or the Operations Coordinating Committee of the Board of Directors; or
- e. Passage of a written resolution of any committee appointed by the Board of Directors duly authorized to determine and administer disciplinary actions on behalf of the AANHCP (hereinafter, the "Disciplinary Body"). None of the chosen members of the Hearing Panel shall be persons having a significant interest in the matters to come before the

Disciplinary Body (except such indirect interests as are inherent in their capacity as member or director of the AANHCP).

5. Preliminary Investigation

Upon receipt of a written accusation pursuant to paragraph 4.a, information suggesting the existence of the facts described in paragraph 4.b or paragraph 4.c, or a written resolution pursuant to paragraph 4.d or paragraph 4.e, the Disciplinary Body will conduct a preliminary investigation to determine whether there exists sufficient credible evidence to support a reasonable suspicion of actionable misconduct. Except under exigent circumstances, before determining that sufficient credible evidence exists to support a reasonable suspicion of actionable misconduct, the subject member shall be:

- a. Given written notice that a preliminary investigation is being conducted, which written notice shall include a description of the accusations against the subject member; and
- b. Afforded a reasonable opportunity (of no longer than seven calendar days) to comment upon the matter in writing.

Upon gathering the evidence, including the subject member's written response pursuant to paragraph 5.b, the Disciplinary Body shall determine (in a closed-door meeting held in person or telephonically) whether sufficient credible evidence to support a reasonable suspicion of actionable misconduct exists. The subject member and Board of Directors shall be given written notice of the determination(s) of the Disciplinary Body and, if any member has provided a written accusation pursuant to paragraph 4.a, that member shall also receive a copy of the written notice provided to the subject member. If the Disciplinary Body makes an affirmative determination as to the existence of credible evidence supporting a reasonable suspicion of actionable misconduct, the notice given to the subject member shall state these rights of the accused:

- i. The right to present a defense at a hearing.
- ii. The right to be represented at the hearing by an attorney.
- iii. The right to present evidence and witnesses at the hearing.

The subject member may then request a hearing by stating such request in writing to the Disciplinary Body within seven calendar days of the notice of determination. If the subject member makes no such request, the Disciplinary Body shall be proceed to render a decision regarding an appropriate measure of discipline, in accordance with paragraph 9, and in so doing may assume the truth of any facts of misconduct supported by credible evidence.

6. Submission of Matter to a Hearing Panel

If the subject member has made a timely request for a hearing, the Disciplinary

Body shall submit the matter to a panel consisting of five persons chosen by the Director of Operations (the "Hearing Panel"), at least two of whom shall be AANHCP members and the balance shall be members of the Board of Directors. None of the chosen members of the Hearing Panel shall be persons currently serving on the Disciplinary Body or persons having a significant interest in the matters to come before the Hearing Panel (except such indirect interests as are inherent in their capacity as member or director of the AANHCP). The Hearing Panel shall notify the subject member in writing that a hearing (the "Hearing") on the matter will be held at a stated time, date and place.

Except under exigent circumstances (or upon the agreement of the subject member, the Disciplinary Body, the Hearing Panel, all members that have provided a written accusation pursuant to paragraph 4.a and all other affected members) the Hearing shall take place no less than thirty days and no more than sixty days after the provision of the notice to the subject member.

If the subject member does not make an appearance at the Hearing, there shall be no Hearing and the Disciplinary Body shall render a disciplinary decision as provided in paragraph 9 and in so doing may assume the truth of any facts of misconduct supported by credible evidence.

7. Conduct of the Hearing

The Hearing shall be conducted before the Hearing Panel. The Disciplinary Body, its attorney or other representative, shall present the evidence of misconduct against the subject member. The subject member or his or her attorney or representative shall be entitled to present a fair defense.

- a. The Hearing shall not necessarily proceed according to any mandated formal rules of civil or criminal procedure. However, at minimum, the Hearing shall proceed pursuant to an informal procedure consistent with fundamental notions of fairness. The Hearing Panel shall determine the rules of procedure and rules of evidence, and may choose a chairperson who will preside over the Hearing and have discretion to decide procedural issues.
- b. The Hearing Panel may conduct the hearing in person or telephonically.
- c. The Hearing Panel shall conduct the Hearing within a time frame that, consistent with the goal of providing the subject member a fair opportunity to be heard, completes its duties efficiently.

8. The Hearing Panel's Decision

- a. Upon presentation of all evidence and arguments, the Hearing Panel shall, in a closed-door session, render a decision which shall be promptly reduced to writing (the "Decision"). The Decision shall be de-

livered to the Disciplinary Body, to the subject member and to any accusing parties, and shall state whether the subject member has been shown by a preponderance of the evidence to have committed misconduct addressed by this Code of Ethics and Disciplinary Policy & Procedure. The Decision shall be determined by a majority of those present and voting. The Decision issued by the Hearing Panel shall be final.

- b. If the Decision is affirmative (to the effect that the subject member has committed misconduct), the Hearing Panel may issue an opinion as to its recommended disciplinary action. However, the Hearing Panel's recommendation as to the nature or extent of the discipline shall not be binding upon the Disciplinary Body.

9. Measure of Discipline to be Determined by Disciplinary Body

If the Decision is affirmative (to the effect that the subject member has committed misconduct), the Disciplinary Body shall determine, by a majority vote, the measure of discipline it deems appropriate, and its decision shall be final. The Disciplinary Body's decision shall be reduced to writing and delivered to the subject member, any accusing parties, and the Board of Directors. The discipline may or may not consist of one or more of the following:

- a. A verbal reprimand;
- b. A written reprimand;
- c. Suspension of the subject member's AANHCP Appointment(s) and/or Certification Credential;
- d. Revocation of the subject member's AANHCP Appointment(s) and/or Certification Credential
- e. Expulsion of the subject member from AANHCP; and/or
- f. Referral to appropriate governmental agency for enforcement.

The Director of Operations or any other officer directed by the Disciplinary Body shall implement the disciplinary measures as instructed by the Disciplinary Body.

10. Appeal

- a. The Hearing Panel's Decision as to whether the subject member has committed misconduct shall be final and shall not subject to appeal.
- b. Any member, including the subject member, may appeal the Hearing Panel's recommendation as to the discipline to be imposed after an affirmative Decision by letter addressed to the Disciplinary Body within 20 days of issuance of the Hearing Panel's Decision and recommendation.

- c. The Disciplinary Body's decision as to the measure of discipline shall be final and shall not be subject to appeal.

11. Letter of Exoneration

If the Decision is negative, the Disciplinary Body shall issue a letter of exoneration to the subject member and the Board of Directors.

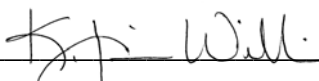
Summary Termination for Non-Payment of Dues; Reinstatement of Membership

If a member is delinquent in payment of dues, these procedures may, at the discretion of AANHCP management, be followed in lieu of the above procedures:

- a. Written notice shall be delivered to the subject member, providing notice of the delinquency and giving the member thirty days to cure the delinquency. If the delinquency is timely cured, no further steps shall be taken. If the delinquency is not cured, membership shall be immediately terminated, resulting in the revocation of appointment(s), Certification Credential, or termination of participation in the Training Program.
- b. A former member whose membership was terminated solely on the basis of nonpayment of dues may apply for readmission. As a condition of readmission, the member may be required by the Director of Operations to submit payment of all dues that would have been payable during the member's membership lapse plus a late fee established by the Operations Coordinating Committee.

SECRETARY'S CERTIFICATE

I, the undersigned Secretary of the American Association of Natural Hoof Care Practitioners, hereby certify that the foregoing Code of Conduct and Disciplinary Policy & Procedure, consisting of 8 pages (including this Secretary's Certificate), was duly adopted and approved by action of the Board of Directors on the date first set forth above.



Corporate Secretary
Date: January 1st, 2010