



American Horticultural Therapy Association.

AHTA Internship Hours

Direct client services:

1. Direct client hours: _____
2. Documentation: _____
3. Program planning/preparation: _____
4. Client meeting: _____
5. Supervision meetings: _____
6. Non-supervision meeting: _____ Total: _____

Non-direct client services:

1. Non-client meetings: _____
2. Special projects: _____
3. In-service: _____
4. Registration preparation: _____ Total: _____

Horticulture services:

1. Garden, landscape, or greenhouse: _____
2. Horticulture education: _____
3. Maintenance: _____
4. Program supply and material: _____ Total: _____

Total accumulated hours: _____

Intern Date

Supervisor Date

NOTE: This form is for the intern to use to keep track of their internship hours and turn into the supervisor for approval. This form is not part of the AHTA Professional Registration application and should not be turned into the AHTA.

Description of categories:

Direct client services

- Direct client hours – hours providing horticultural therapy services to clients in a group or one-to-one.
- Documentation – documentation specific to a client activity, example progress notes, treatment plan.
- Program planning/preparation – planning and preparation for specific client interventions and/or groups.
- Client meeting – client assessment, multi-disciplinary team meetings, case conference.
- Supervision meetings – observed client groups and/or one-to-ones and supervision hours.
- Non-supervision meetings – when intern observes other disciplines conducting client groups.

Non-direct client services

- Non-client meetings – staff meetings, committee meetings, in-services.
- Special projects – both short and long-term projects and case study hours. Also include hours intern provides services to staff such as an in-service about the horticultural therapy program.
- Registration preparation – preparation of materials for submission of the AHTA professional registration application packet.

Horticulture services

- Garden, landscape, or greenhouse – direct preparation, planning, design, construction, implementation of horticulture structures and/or facilities.
- Horticulture education – educational opportunities related to horticulture topics, plants, techniques, pest management.
- Maintenance – direct plant, garden, greenhouse, landscape maintenance, and pest management.
- Program supply and material – ordering supplies and materials.