

Content Outline

Horticultural Therapist – Board Certified (HT-BC)



This document is an excerpt of the HT-BC Candidate Handbook.

The Candidate Handbook contains necessary information about the Horticultural Therapist – Board Certified (HT-BC). It is required reading for those applying for and taking the exam.

[Access the Candidate Handbook on AHTA's website.](#)

Horticulture (34.2%)

A. Plant Propagation and Maintenance

- Select appropriate plant materials
- Set planting/plant maintenance schedules
- Identify possible sources for seeds/plants and other materials for program
- Propagate plants and seeds/stem cuttings/root cuttings
- Maintain plants throughout their life cycles
- Prepare and apply soil amendments
- Prepare and apply plant nutrients
- Develop and implement watering schedules
- Identify, prevent, and manage plant diseases
- Identify and manage common weeds
- Develop and implement an integrated pest management plan
- Transplant plants
- Prune/trim/train plants
- Harvest food, plant material, or flowers
- Plan for proper disposition of harvest

B. Indoor/Outdoor Plant Environments

- Manage greenhouse/nursery/outdoor gardens
- Create and maintain indoor plant environments
- Design gardens and landscapes in keeping with therapeutic horticultural design concepts
- Coordinate maintenance of non-plant-related landscape features, hardscapes, and program sites
- Use tools (such as shovels, rakes, spading forks, trowels, small pruners, etc.) demonstrating appropriate and safe use
- Maintain/repair tools and equipment
- Maintain equipment and supply inventory
- Maintain a compost system/properly dispose of yard, garden, and greenhouse waste

Treatment Plan (17.3%)

- Review charts/documentation of participant
- Participate in treatment team meetings with practitioners of other modalities
- Develop and co-facilitate collaborative services with other treatment providers
- Conduct and document assessment
- Develop and document individualized intervention plan
- Review intervention plan with participant
- Identify and write measurable goals and objectives
- Monitor goals and objectives of individual intervention plan and document participant's progress
- Revise/update individualized plan

Program Planning and Activity Design (27.8%)

A. Program Development

- Develop and schedule the ongoing program, session plans, and/or lesson plans
- Integrate therapeutic, academic, vocational curricula
- Implement individual, group sessions/programs

B. Program Evaluation

- Evaluate program effectiveness for participants and facility
- Identify strategies for program improvement
- Generate periodic program reports
- Incorporate implementation best practices

C. Activities

- Utilize activity analysis and task analysis
- Understand presenting issues, strengths, needs, and safety requirements of participants
- Match tasks to participant needs (considering task analysis, material preparation, safety concerns, etc.)
- Adapt and/or modify (grade) activities and/or instructions
- Adapt tools and equipment
- Perform task analysis on horticultural and gardening activities/exercises
- Create a "toolbox" or manual of activities for months/seasons
- Identify new activities appropriate for population or individual

Managing Human Resources (5.0%)

- Conduct on-the-job training for other HT staff
- Recruit, train, educate, supervise, and/or evaluate volunteers and students
- Develop, implement, and/or maintain horticultural therapy internship program
- Recruit, train, educate, supervise, and/or evaluate interns
- Educate non-HT team members on horticultural therapy techniques and interventions

Business Practice, Safety, and Ethics (8.3%)

- Develop, monitor, and maintain safety plan
- Document occurrences relating to health and safety
- Prepare, implement, evaluate, and/or monitor budget
- Promote the agency, horticultural therapy services, and the profession through marketing and public relations
- Follow HIPAA regulations and other rules and regulations of location, employer, etc.

Professionalism and Scholarship (7.3%)

- Support research programs or special projects
- Establish and maintain network with organizations and advocates
- Provide education to the community
- Develop proposals for funding and grants
- Participate in professional events (e.g., conferences, job fairs, etc.)