



Appendix C

Sample Clinic Agenda

Assuming 10 participants per clinic.

Where to Begin:

- Proposing a program and benefits of hosting to the potential host club/facility
- Identify Outreach Leader for volunteers and participants.
- At least 2 knowledgeable and trained coaches (PGA, LPGA)
- 3-5 knowledgeable and trained volunteers
 - Depending on disability some will need 1:1 assistance at clinics, but not all.
- Physical therapist (optional)
- Identifying accessible facilities
 - Parking
 - Clubhouse
 - Restrooms
 - Driving Range

Overview:

- Online Registration System
 - Including, but not limited to, Name, Contact Information, Release of Liability, Emergency Contact Information, Information on Disability, Information of Allergies, Caregiver Contact Information, and any Specific Accommodations that may be necessary.
- Set-up
 - Staff and key volunteers arrive prior to clinic for station set-up and briefing.
- Checking-In
 - Name tags are recommended, but not required.
- Introductions
 - Including, but not limited to, overview of the day's program, safety briefing, and important areas of the facility.
- Warm-Ups
 - Including, but not limited to, general stretches and golf specific stretches.
- Stations
 - Driving Range
 - Chipping
 - Putting
 - Physical Therapist (optional)
- Take down
 - Staff and key volunteers take down of clinic stations.
- Lunch (optional)
- Closing
 - Opportunities for involvement and future clinic schedules