

**TRAINING LOG HOURS CAN BE UPLOADED USING THE TEMPLATE OR  
ENTERED DIRECTLY INTO THE APPLICATION**

The **CBCC-KA TRAINING LOG** must document at least 300 total hours within the last 3 years. Please see the CBCC-KA Candidate Handbook for the complete Behavior Log eligible hours guidelines. Behavior hours can be accrued in a paid or voluntary position. Behavior hours cannot be accrued by working with your own dog.

You may summarize your Behavior Log hours to a **MAXIMUM** of one client for one month per row. Individual Hours and Group Hours reflect different activities and **CANNOT** be listed in the same row. Please do not use acronyms.

**Individual Hours:**

**MINIMUM of 225 hours of behavior consulting** that includes behavior modification training with an individual dog or a client and their dog in the areas of fear, phobias, compulsive behaviors, anxiety, or aggressive behavior.

**Group Hours:**

**MAXIMUM of 75 hours** of experience through instructing a specialized group dog training class where the curriculum is dedicated to addressing fear, phobias, anxiety, or aggressive behavior. Group hours cannot be accrued during basic obedience group class instruction.

The following information is required for your Behavior Log:

- **Date** (select from drop down calendar; only month and year are reviewed, select any day)
- **Client/Facility Name** (client last name is sufficient)
- **# of Sessions in Month**
- **Issue** (fear, phobias, compulsive behavior, anxiety, aggression or similar)
- **Individual Hours** (number of hours accrued for the client in the month)
- **Group Hours** (number of hours accrued for the client in the month)

## SAMPLE TRAINING LOG

(for informational purposes only)

### UPLOADING THE BEHAVIOR LOG USING THE TEMPLATE

Log information is saved when you click on Save & Close at the top of this page or when you click the arrow to go to the next section. If you exit out of the application without saving your progress, all log information will be lost.

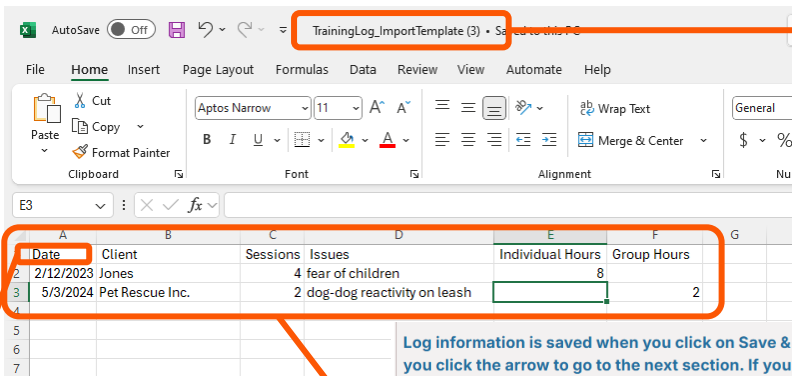
Date	Client	Sessions in Month	Issues	Individual Hours	Group Hours	Actions
There are currently no records.						
				Total: 0		
				Total: 0		

Download Template    BROWSE Upload Import File  
No file selected...

CLEAR

Download the Behavior Log Template

When the Behavior Log Template is complete, upload it into the application and it will automatically populate the Behavior Log



TrainingLog\_ImportTemplate (3) - Saved to OneDrive

Date	Client	Sessions	Issues	Individual Hours	Group Hours
2/12/2023	Jones	4	fear of children	8	
5/3/2024	Pet Rescue Inc.	2	dog-dog reactivity on leash		2

Enter Behavior Log hours into the template and save

Only the month and year are reviewed (enter any day)

Behavior Log hours will automatically populate the online log

Log information is saved when you click on Save & Close at the top of this page or when you click the arrow to go to the next section. If you exit out of the application without saving your progress, all log information will be lost.

Date	Client	Sessions in Month	Issues	Individual Hours	Group Hours	Actions
2/12/2023	Jones	4	fear of child	8	0	✓
05/03/2024	Pet Rescue Inc.	2	dog-dog reactivity on leash	0	2	✗
				Total: 8		
				Total: 2		

BROWSE Upload Template  
TrainingLog\_ImportTemplate

CLEAR

Entries can be edited in the application

**SAMPLE TRAINING LOG**  
(for informational purposes only)

**ENTERING THE BEHAVIOR LOG INTO THE APPLICATION**

Log information is saved when you click on Save & Close at the top of this page or when you click the arrow to go to the next section. If you exit out of the application without saving your progress, all log information will be lost.

Date	Client	Sessions in Month	Issues	Individual Hours	Group Hours	Actions
04/08/2024	Davis	3	fence fighting	6	0	
05/16/2023	Thomas	5	crate/confinement issues	10	0	
09/18/2024	Doggie Rescue	1	behavior evaluation for multi-dog household	0	3	
7/2/202	<u>Required</u>	0	<u>Required</u>	0	0	<input checked="" type="checkbox"/>
				<b>Total: 16</b>	<b>Total: 3</b>	

Download Template  
BROWSE Upload Template TrainingLog\_ImportTemplate

CLEAR

Do not use acronyms

Group Hours cannot exceed 75 hours

When finished with an entry, click the check mark to save

Combined total must be at least 300 hours

Select from drop down calendar (select any day as only the month and year are reviewed)

Click "+" to add an entry row