

HUMAN GUIDE TECHNIQUE

Information to assist two people so they can travel more safely and efficiently when one is guiding the other.

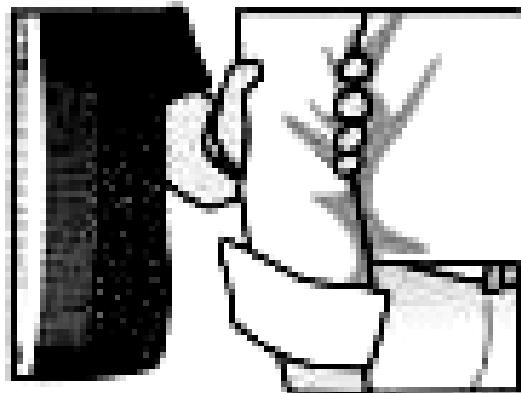
MAKING CONTACT

Introduce yourself to the follower and ask him if he would like some assistance. Offer him your arm by verbally saying so and by brushing your forearm against his.



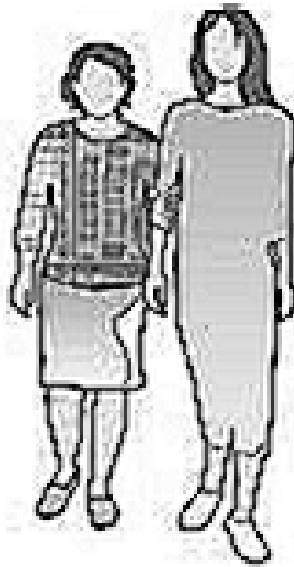
GRIP

The follower grips your arm just above the elbow. The grip must be firm enough to maintain it while walking, but not so tight as to cause you discomfort.



STANCE

The follower stands next to the guide and one-half step behind. His arm is bent at the elbow and held close to his side. The guide's arm is relaxed and down at his side.



PACE

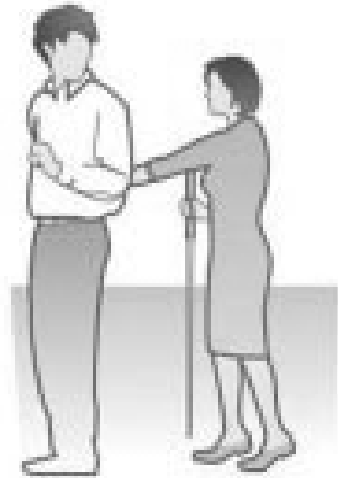
Set a comfortable pace for both of you. If the follower tightens his grip or pulls back on your arm, slow down. He may be nervous, or your pace may be too brisk.

The guide should give the follower information regarding curbs, stairs, doors, thresholds, etc. Try to give specific information, but only as much as he needs. Too much information can be confusing.

NARROW PASSAGE TECHNIQUE

When coming to a narrow passage, tell the follower and move your guiding arm to the center of your back. The follower will respond by moving behind you and extending his arm. This prevents him from stepping on your heels, and it places both of you in a single file position. Walk slower in this position.

Once you have moved through the narrow area, return to the normal stance.



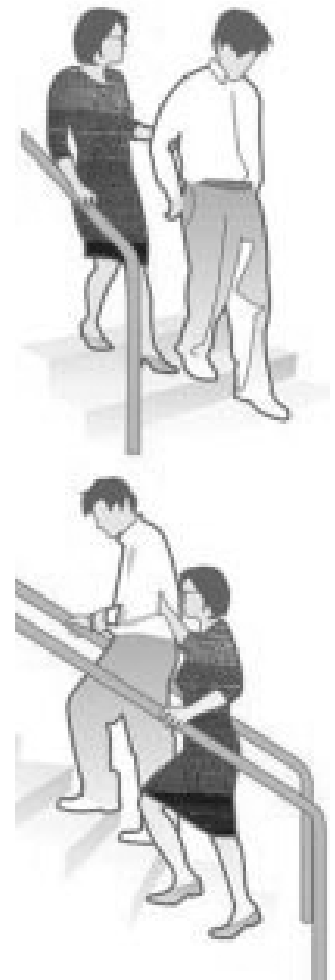
STAIRS

When approaching stairs, tell the follower and let him know whether they are going up or down. Make sure you approach the stairs directly (not at an angle). Have the follower stand on the handrail side of the stairs if a handrail is available.

Stop at the top or the bottom of the stairs. The follower should locate the handrail and reach his foot forward to locate the riser or edge of the first step. Start down (or up) the stairs, always keeping yourself one step ahead of him. Maintain a continuous pace.

When you reach the landing, stop immediately (do not take an extra step). This will let the follower know that there is one more step.

Anything unusual about the stairs should be described. The same procedure should be used with curbs. The guide should point out even small changes in the terrain.



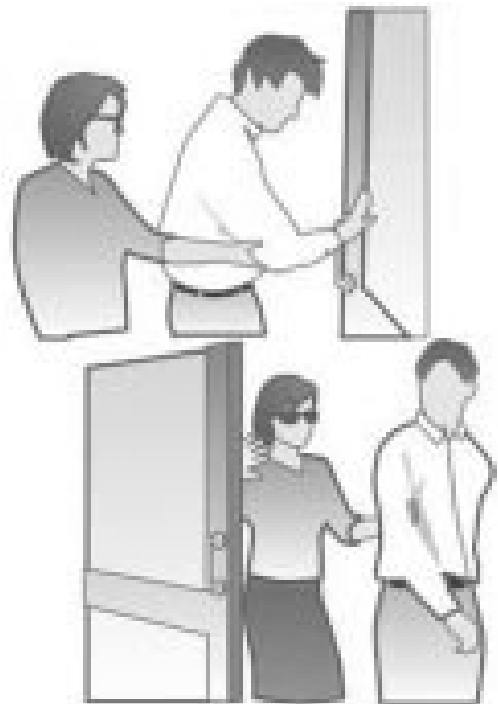
DOORS

When approaching a closed door, give the follower information regarding its position when opened (i.e. “The door opens way and to the right.”), or simply say, “Take the door with your right hand.”

If, in this case, his right hand weren’t free because he was holding his guide’s arm, he would need to execute a partial or full switch to free it.

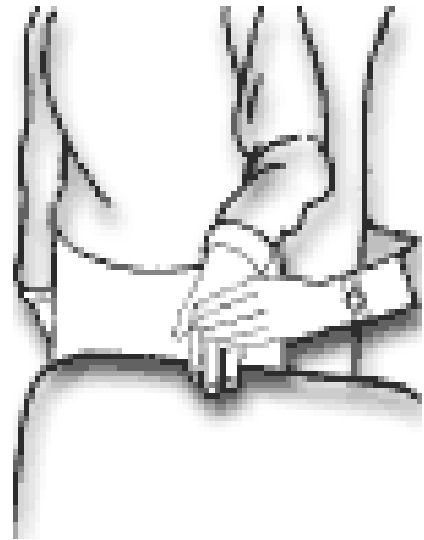
After the guide opens the door and begins to walk through, the follower should have his hand ready to aid in holding it open as they walk through together. The follower should sweep his arm across the front of his body to locate the door with a flat palm. If the door is not self-closing, he should close it behind them.

If the doorway is narrow, use the narrow passage technique in addition to this technique described for doors.



SEATING

When guiding someone to a chair, walk up to it and place your hand on the back of the chair and let the follower trail your arm down to the back. Tell him in which direction the chair is facing, and he can then seat himself.



If the chair does not have a back, or is very large, the follower can be brought up to the chair so that his legs are against the front of the chair. He can then reach down to locate the arms and seat before sitting down.

If the chair is located at a table, the guide should describe the relationships of the chair, the table, and the follower. One hand of the follower should be placed on the chair and the other hand on the table.

You may want to describe an unfamiliar chair to him (i.e. presence or lack of arms, back; presence of swivel or reclining back; movability).

REVOLVING DOORS

If a revolving door can't be avoided, the guide should wait until the traffic clears and then stop the door. He should then position the follower into a compartment. The follower then pushes with the left hand and trails the shell of the door with the right hand or elbow. Upon reaching the end of the shell, he should exit forward and to the right, where he can wait for the guide.

ENTERING AND EXITING A CAR

When guiding someone to a car, the guide simply places the hand of his guiding arm on the door handle. The follower then trails this arm down the handle, opens the door, contacts the roof edge with one hand, and locates and clears the seat with the other.

In exiting, the follower must again remember to keep one hand on the car roof to protect his head.



GROCERY SHOPPING

Grocery shopping is handled smoothly if the follower holds the handle end of the cart while the guide steers and pulls from the other end.

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