The Implementation of the Canadian Standards of Care in Regionalized Animal Shelters

Ellen Campbell
MA (IGS) Candidate
Lnannccampbell@gmail.com
**Shelter Guidelines Task Force Begins for the ASV Guidelines**

2009

**Guidelines for Standards of Care in Animal Shelters is Published**

2012

**ASV Guidelines for Standards of Care in Animal Shelters Excel tool**

2013

**Canadian Committee for ASV Guidelines Review Formed**

2014

**Canadian Advisory Council on National Shelter Standards Review**

2015

**Publishing of Canadian Standards of Care in Animal Shelters: Supporting ASV Guidelines.**

2016

**Shelter Care Checklists: Putting ASV Guidelines into Action**

TODAY!
Canadian Standards of Care in Animal Shelters: Supporting ASV Guidelines
Facilitated and published by the Canadian Advisory Council on National Shelter Standards

Authors:
Dr. Esther Attard, Kathy Duncan, Tanya Firmage, Sandra Flemming, Kelly Mulloy, Dr. Patricia Pryor, Dr. Magdalena Smidile, Barbara Carwright, Toolko Rastogi
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<tr>
<th>Row #</th>
<th>Section</th>
<th>Problem Description</th>
<th>Proposed remedy</th>
<th>Resources needed: Low, Med, High</th>
<th>Priority</th>
<th>Department</th>
<th>Person responsible</th>
<th>Target date for completion</th>
<th>Remedy</th>
<th>Completed</th>
<th>Date completed</th>
<th>Comments</th>
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<td>1</td>
<td>1.1</td>
<td>Have a clearly defined structure that outlines accountability, responsibility, and authority.</td>
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<td>Establish a unique identifier (e.g., name and/or number) and record for each animal upon intake.</td>
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<td>Have up-to-date protocols accessible by all staff (and volunteers as needed).</td>
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<td>Only give authority and responsibility to those who have the appropriate knowledge and training.</td>
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<td>5</td>
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<td>Develop and document protocols in sufficient detail to achieve and maintain the standards described in this document, and update them as needed to ensure that they reflect current information and pertinent legislation.</td>
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<td>Ensure veterinarians have expansion of the medical and surgical care of animals.</td>
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### Capacity for Care

**Must**
- Organization practices active population management, which is one of the foundations of shelter animal health and well-being and is based on an appreciation that capacity to provide humane care has limits for every organization, just as it does in private homes.
- Organization does not exceed its capacity for care.
- Maximum housing capacity is based on the number of animals who can be adequately housed within available primary enclosures.
- Maximum housing capacity is not exceeded.
- Staffing or volunteer work hours are sufficient to ensure that the basic needs of animals in the shelter are met each day.

**Should**
- Adequate staffing is available to ensure that each critical point of service (e.g., vaccination or medical evaluation, spay/neuter surgery or a physical move to adoption) is delivered promptly.
- Inspection of all animals is performed daily in order to routinely evaluate and monitor adequacy of capacity and to identify needs for housing, care or service.
- Appropriate interventions are made before animal numbers exceed the capacity for care and housing.

**Ideal**
- Staffing and volunteer work hours are sufficient to ensure that the basic needs of animals in the shelter are met each day.
- The type of care and enrichment provided to sheltered animals is appropriate to the length of stay.

**Unacceptable**
- Operating beyond an organization’s capacity for care is an unacceptable practice.

### Monitoring Statistical Data

**Must**
- At a minimum, statistics include monthly intake (e.g., stray, owner-surrendered), outcomes by type (e.g., adoption, return to owner, death) and numbers of animals who will need each service and the length of time it takes to complete each procedure (e.g., number of animals needing evaluation or spay/neuter surgery or a physical move to adoption) is delivered promptly.

**Should**
- Inspection of all animals is performed daily in order to routinely evaluate and monitor adequacy of capacity and to identify needs for housing, care or service.

**Ideal**
- Inspection of all animals is performed daily in order to routinely evaluate and monitor adequacy of capacity and to identify needs for housing, care or service.

**Unacceptable**
- If population statistics include an evaluation by age group, health and behavior status at intake and outcome.

### Protocols for Maintaining Adequate Capacity for Care

**Must**
- Shelter has policies and protocols to maintain adequate capacity for care and housing.
- Organizational practices include active population management, which is one of the foundations of shelter animal health and well-being and is based on an appreciation that capacity to provide humane care has limits for every organization, just as it does in private homes.

### Sanitation

**Must**
- Sanitation protocols are revised as needed during an outbreak in order to address specific pathogens.
- Sanitation protocols include A) Removal of gross organic matter B) Pre-cleaning of surfaces with a detergent or degreaser C) Application of a disinfectant at the correct concentration and for sufficient time rinsing and drying.
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**Should**
- Garments are changed after handling an animal with a diagnosed or suspected illness such as parvovirus.
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**Unacceptable**
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COMMON MISCONCEPTIONS ABOUT POLICY
Risks of Improper Implementation
THE ROAD TO ACCESSIBLE IMPLEMENTATION

Chapter 3
Population Management

1. Capacity for Care

Must

- Organization practices active population management, which is one of the foundations of shelter animal health and well-being and is based on an appreciation that capacity to provide humane care has limits for every organization, and it is a private human responsibility.
- Organization does not exceed its capacity for care.
- Maximum housing capacity is based on the number of animals who can be adequately housed within available primary enclosures.
- Maximum housing capacity is not exceeded.
- Staffing or volunteer work hours are sufficient to ensure that the basic needs of animals in the care are met each day.
- The type of care and enrichment provided to sheltered animals is appropriate to the length of stay.
- Adequate staffing is available to ensure that each critical point of service (e.g., vaccination, spay/neuter, surgery) is effectively and timely performed.

Should

- Expected demand for critical points of service is estimated based on the expected numbers of animals who will need each service and the length of time it takes to complete each procedure (e.g., number of animals needing evaluation or surgery over any given period of time).

Sanitation

1. Cleaning and Disinfection

Must

- Sanitation protocols are reviewed as needed during an outbreak in order to address compliance, shelter sanitation signage and hand sanitation.
- When developing sanitation protocols, consideration is given to an assessment of the facility, animal population, training, equipment, and procedures.
- Sanitation protocols include A) Removal of gross organic matter B) Pre-cleaning (15min soak) C) Sanitizing (10min soak) D) Decontamination (10min soak) and E) Drying. The disinfectants that are used are effective under the conditions present in a given environment and are demonstrated against pathogens for which the protocol is applied.
- Enough staff is assigned to complete sanitation tasks promptly so animals spend as little time as possible in sanitary conditions.
- Detergents and degreasers are used as needed to maintain clean surfaces free of organic debris.
- The disinfectants that are used are effective under the conditions present in a given environment and are demonstrated against pathogens for which the protocol is applied.
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Enables you to form key relationships:

1) Community
2) Staff and Volunteers
3) Local Veterinarians and Veterinary Technicians
4) Other Shelters, Rescues, and Organizations
5) Universities and Researchers
6) THE ANIMALS!
“We’ve already implemented” :(
This mentality directly affects resources.
COMMON
IMPLEMENTATION
MISTAKES
COPING WITH unpredictability fast-paced nature
DRAWING UPON staff and volunteer knowledge base
staff and volunteer perceptions
How do we get there?

Self-Assessment ➔ Knowledge Integration ➔ Brainstorming ➔ Acknowledgment + Anticipation ➔ Clarity ➔ Re-Evaluation
Knowledge Integration and Brainstorming
1. Capacity for Care

Must

- Organization practices active population management, which is one of the foundations of shelter animal health and well-being and is based on an appreciation that capacity to provide humane care has limits for every organization, just as it does in private homes.
- Organization does not exceed its capacity for care.
- Maximum housing capacity is based on the number of animals who can be adequately housed within available primary enclosures.
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- Adequate staffing is available to ensure that each critical point of service (e.g., vaccination or medical evaluation, spay/neuter surgery or a physical move to adoption) is delivered promptly.

Should

- Expected demand for critical points of service is estimated based on the expected numbers of animals who will need each service and the length of time it takes to complete each procedure (e.g., number of animals needing evaluation or spay/neuter surgery or a physical move to adoption) is delivered promptly.

Ideal

- Shelter maintains its populations below maximum housing capacity to allow for daily intake as well as more flexibility when choosing appropriate enclosures for each animal.

Unacceptable

- Operating beyond an organization’s capacity for care is an unacceptable practice.
Definitions:

**Unacceptable:** highlights practices that must be corrected as soon as possible to provide an acceptable level of care

**Must:** indicates that without adherence to this recommendation, the delivery of a minimum level of acceptable humane care is not possible

**Should:** implies a strong recommendation

**Best Practices:** are identified in the Guidelines as ideal or best
“IMPLEMENTATION” =

MULTI-STEP PROCESS
CYCLICAL
CUSTOMER SERVICE
COACHING
KNOWLEDGE INTEGRATION
GROWTH MINDSET
TIME-SAVING
LIFE SAVING
POLICY

EVIDENCE

CLARIFYING PROCEDURES

ALREADY IN PLACE

PRACTICE
1. What is already being done?

2. How could our facilities be more appropriate?

3. What support do we/you need?

4. What solutions can we come up with for these areas?
ASV GUIDELINES BRAINSTORMING EXCERCISE
Chapter 4
“Must”

“Transport cages and traps, as well as vehicle compartments used for animal transport must be thoroughly disinfected after each use.”

Chapter 5
“Must”

“A schedule of regular sanitation is followed for all food and water containers”
(Collars and Leashes too!)
Why is this guideline important?

“Locations within a shelter that house canines were significantly associated with Salmonella contamination. Whether this is associated with canines specifically harbouring Salmonella more often than other species or if it has to do with their behaviour and activities within a shelter is unknown. . . . Canines may harbour a higher prevalence of Salmonella in animal shelters or locations within a shelter that house canines might be positive because canines tend to move around in a shelter and may have a greater opportunity to contaminate their environment. . . . dogs are usually removed from their cages and taken outside to eliminate, go on dog walks or travel to other locations in the shelter for exams, visits or treatment. Travelling from location to location on their own 4 feet may spread bacterial contamination with Salmonella throughout canine areas within animal shelters.” (Steneroden, K.K., Hill, A.E., & Salman, M.D., 2011)
Why is this guideline important?

- One study tested 503 asymptomatic dogs over the age of one that had no other visible ailments on intake. Their results showed that, out of the 503, 240 tested positive for at least one of nine CIRD (canine infectious respiratory diseases) pathogens. Because kennel cough involves primary infection with canine adenovirus type 2 (CAV-2), and then a co-infection, can progress to severe diseases. (Lavan & Knesl, 2015)

- Ringworm is incredibly durable in the environment and can persist on any surface and infect animals housed in containment environments months and even years later, and exists on animals even when they are not showing signs.
Processes already in place:

- Old Sanitation Protocols
- New Sanitation Protocols
- Proper storage, dilution and application (you can find this chart at the front desk)
“Transport cages and traps, as well as vehicle compartments used for animal transport must be thoroughly disinfected after each use.”

“A schedule of regular sanitation is followed for all food and water containers”

What solutions can we come up with for these areas?

ADOPTION COUNSELLING? HOUSING? PUBLIC EDUCATION MOVEMENT IN/OUT of INTAKE? VOLUNTEER TRAINING? VETS?
Brainstorm of Actionable Items on the Asilomar Accords Introduction and Canadian Standards of Care in Animal Shelters Ch. 1-6 (of 12 Chapters) Overview Presentation

Create a document
Refer back to it
Chapter 4: Sanitation

Must: “Transport cages and traps, as well as vehicle compartments used for animal transport must be thoroughly disinfected after each use.”

Sanitation and Volunteers:
- ENSURE volunteers are not using Lysol or Pine Sol, throw out these containers when you see them.
- Develop a training plan for volunteers on the fact that Accel has:
  - Contact time of 1-5 minutes, depending on the pathogen.
  - You do not need to use PPE with it or wash it off, but do need to ensure that it is dry before animals come into contact with it.
  - Ensure that volunteers do not spray while animals are in the cage/kennel.
- Have sheets in each room that say whether or not these rooms have been sanitized or the food and water bowls have been sanitized.
- Cat rooms: ensure all materials are bagged when they come out of cat rooms (have bag stations outside of cat rooms).

Sanitation and Staff:
- Staff should have a list of cleaning to-do every week/every day (especially during change-over shifts).
- Ensure we have a second pump/bottle of Accel.
- Rodent Rooms: See when their cages have last been Acceled.
- Cat rooms: Ensure all materials are bagged when they come out of cat rooms (have bag stations outside of cat rooms).
- Isolation cat rooms: ensure all materials are double bagged when they come out of cat rooms.
- Ensure we are sanitizing cat traps between use.
- Ensure we are sanitizing transport vehicles between each use.

Chapter 5: Mental and Physical Wellbeing

Must: “A schedule or regular sanitation is followed for all food and water containers.”

General:
- Checklists for volunteers and staff when they clean bowls to ensure all bowls are sanitized daily.
- Soak all food and water bowls, as well as leashes, collars, and toys in a tub with Accel.
- Wash with soap and water first, make an Accel bath, then allow to dry, then sanitize the sink afterwards.
- Order an extra five gallon pump for the Accel solution.

Volunteers:
- Training on sanitation with food and water bowls.
  - Soak all food and water bowls, as well as leashes, collars, and toys in a tub with Accel.
  - Wash with soap and water first, make an Accel bath, then allow to dry, then sanitize the sink afterwards.
<table>
<thead>
<tr>
<th>Sanitization Procedure</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
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<th>Thursday</th>
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<td>Sanitize all Food and Water Bowls</td>
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<td>4. Disinfect the sink with Accel</td>
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<td>5. Return the bowls back to the room, or storage cabinet</td>
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<td>4. Return the litter boxes back to the room, or storage</td>
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<td>1. Remove debris and hand clean with dish soap, if especially dirty.</td>
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<td>Sanitize Portals/Kennels</td>
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<td>Plastic Toy Sanitization</td>
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<td>1. Remove from room in bag, Hand wash in laundry room.</td>
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<td>3. Disinfect Sink Afterwards</td>
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*When washing animal areas DO NOT use cleaning products other than the Accel or Dish Soap. Other products may harm the animals. See back for information on using Accel*
Enrichment Opportunities: Resource Creation and Team-Support
Consistency Through Communication
Chapter One: Management and Record Keeping

Must: “All incidents or reports of a history of aggressive behaviour along with the context in which the occurred are recorded as part of an animal’s record.”

Bite History:
- Inserting “Bite History” in the “Bite/Scratch History” Section, along with general animal notes

Volunteers and Bite History:
- Bite History/Behaviour Accounts in Every Room

Weighing History:
- Inserting animal weight into vet histories (this also allows you to schedule new weight exams!)
- Remembering to book weigh-ins for animals based on their age, or their status

Weighing and Fosters:
- Sending scales and weighing sheets home with fosters who don’t have them. Share this sheet on the Facebook page.
- Include those two in a larger foster package in the future. Share this booklet on the Facebook page.
- Explore the possibility of having a foster (representation).
- Matching the right foster up with that animal.
- Start a Weighing Wednesday

Regarding Record Keeping (In General):
- Making sure we are communicating expectations!
- Need a better computer in Cats (the computer crashes often)
- Computer in Cats should attach to the printer
- If it is before noon, Heather is up in the office, and if she is at the computer would be able to enter data (within reason!)
- Requested potential to set allotted time off to enter things into Shelter Buddy

Comments, Concerns, Suggestions, and Ideas:
Chapter Two: Facility Design and Environment

Must: “Facilities are appropriate for the species, the number of animals receiving care and the expected length of stay.”

Cats:
- Some of the communal cat rooms are not equipped with portal housing
- The hide n’ perch should be used in the facility and sent home
- Write the names on hide n’ perches on intake
- Bring Hide n’ Perch and blanket with them into adoption rooms
- Send hide n’ Perch home with them
- Tie cardboard onto cage sides, or onto the white cat stands
- Equip cat rooms with 30 cubed foot portal housing
- Consider individual, enriched housing (or part-time individual, enriched housing) for some cats

General
- Check the number of flickers in the bulbs we are currently using with the cats and dogs
- Note any bulbs currently flickering more than others and report back.
- Covering the carrier partially with a towel or blanket
- Using different kinds of music so that the staff do not get sick of the music.
- No music when transporting animals, as it is already very stressful for them

Dogs:
- Use lavender/lavender diffusers in the dogs. Ensure any spills of lavender are properly cleaned, as this can be toxic.
- Order lavender and diffusers to make this possible
- Keep in mind staff allergies and sensitivities when doing this.
- Using Adaptil
- Re. dog hiding place: Potentially, we could have larger legs for the dog perch and put a blanket or something over it, so the dog has a place to “hide.” This may also be good to ensure that we can still see the dog before we go into the kennel
- In the future, redesigning the kennels.

Adoption and Foster Counseling (with dogs and cats):
- Allowing the dog to go pee before they go into the house
- No music when transporting animals, as it is already very stressful for them
- Covering the carrier partially with a towel or blanket

Comments, Concerns, Suggestions, and Ideas:

________________________________________

________________________________________

________________________________________

________________________________________
Chapter 3: Population Management

Unacceptable: “Operating beyond an organization’s capacity for care is an unacceptable practice”

Cats:
- The hide n’ perch should be used to minimize a 2 week transition period to a 3 day transition period
- Look to getting cat condos that are 30 cubic feet each
- Calculating our square footage to see if we have 18 square feet per cat in the communal rooms

General Population Management:
- Transfers when we get full (Either to BC SPCA facilities or facilities approved by the BC SPCA)

Fosters and Population Management:
- Counselling on the capacity for care for fosters
- Thinking also about the emotional capacity for care for fosters
- Future potential visits to foster’s houses
- Have another foster training session
- Look at expanding the network of fosters that we have
- Ensure that there is at least a month between fosters to limit disease transmission. Teaching fosters about communicable diseases between cats and dogs.

Comments, Concerns, Suggestions, and Ideas:

______________________________________________________________

______________________________________________________________

______________________________________________________________

______________________________________________________________

______________________________________________________________
Chapter 4: Sanitation

Must: “Transport cages and traps, as well as vehicle compartments used for animal transport must be thoroughly disinfected after each use.”

Sanitation and Volunteers:
- Ensure volunteers are not using Lysol or Pine Sol, throw out these containers when you see them.
- Develop a training plan for volunteers on the fact that Accel has a:
  - Contact time of 1-5 minutes, depending on the pathogen.
  - You do not need to use PPE with it or wash it off, but do need to ensure that it is dry before animals come into contact with it.
  - Ensure that volunteers do not spray while animals are in the cage/kennel
- Have sheets in each room that say whether or not these rooms have been sanitized or the food and water bowls have been sanitized
- Cat rooms: ensure all materials are bagged when they come out of cat rooms (have bag stations outside of cat rooms).

Sanitation and Staff:
- Staff should have a list of cleaning to-do every week/every day (especially during change-over shifts)
- Ensure we have a second pump/bottle of Accel
- Rodent Rooms: See when their cages have last been Acceled
- Cat rooms: Ensure all materials are bagged when they come out of cat rooms (have bag stations outside of cat rooms)
- Isolation cat rooms: ensure all materials are double bagged when they come out of cat rooms
- Ensure we are sanitizing cat traps between use
- Ensure we are sanitizing transport vehicles between each use
Chapter 5: Mental and Physical Wellbeing

Must: “A schedule or regular sanitation is followed for all food and water containers.”

General:
- Checklists for volunteers and staff when they clean bowls to ensure all bowls are sanitized daily
- Soak all food and water bowls, as well as leashes, collars, and toys in a tub with Accel
  - Wash with soap and water first, make an Accel bath, then allow to dry, then sanitize the sink afterwards.
- Order an extra five gallon pump for the Accel solution

Volunteers:
- Training on sanitation with food and water bowls
  - Soak all food and water bowls, as well as leashes, collars, and toys in a tub with Accel
  - Wash with soap and water first, make an Accel bath, then allow to dry, then sanitize the sink afterwards.

Comments, Concerns, Suggestions, and Ideas:
Chapter 6: Behavioural and Mental Wellbeing

Must: “Cats are allowed an opportunity to exercise and explore in a secure, enriched setting.”

“Dogs are provided with daily opportunities for activity outside of their runs for aerobic activity.”

“If many animals are displaying signs of unrelieved stress, steps are taken to improve the shelter’s stress reduction protocols.”

Staff:
- Ensure we stockpile high value treats, because we often run out
- Doggie place to hide
- Kongs, ensure they are being used for enrichment
- Nose work, agility sessions, clicker training
- Use the classroom in the education building to do agility/clicker training when it is cold outside
- Read to anxious cats and dogs
- Dogs get more individualistic training (These programs are being headed by Kaylyn with Darci, right now, for example)
- Keep up to date on our LMS courses and Workshops (Chirag Patel, Equine Workshop, Rabbit workshop, Clicker training, and Agility Training).

Adoptions
- Ensure we get specific matching with the adopter
- Individualized training related to foster/adopter
- Potential to try out a day adoption/meet and greet/walk before full adoption to lower the rate of transfers and returns.
RESOURCES
<table>
<thead>
<tr>
<th>ACTIVITY</th>
<th>BEHAVIOUR</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drive-by treats:</td>
<td>Doesn't eat treat</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td></td>
<td>Eats treat</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td>Walk by and throw a treat in her</td>
<td>Comes Closer</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td>kennel</td>
<td>Stays Away</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td>Sit outside of her kennel and</td>
<td>Goes to the back</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td>throw treats in, guiding her</td>
<td>of the kennel</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td>towards you slowly</td>
<td>Avoids you</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td>Sit in the front (either inside</td>
<td>Introduce Brush To</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td>or outside) of her kennel and</td>
<td>Her</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td>let her come up to you, and</td>
<td>Brush her</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td>give treats if she comes up to</td>
<td></td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td>you.</td>
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<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td>Brushing</td>
<td></td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
<tr>
<td>Stand out in yard with her</td>
<td>Lays down on the</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td></td>
<td>bed</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td></td>
<td>Greets you in</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td></td>
<td>Kennel/Yard</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td></td>
<td>Takes a treat out</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<tr>
<td></td>
<td>of your hand</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
</tr>
</tbody>
</table>

**STAFF APPROVAL REQUIRED:**

- Growls at someone or something
- Greets other people
- Avoids other people

**Staff Added Info**

**NOTES**
<table>
<thead>
<tr>
<th>CATEGORY</th>
<th>TASK</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
<th>Date:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Drinking</td>
<td>Nervously Drinking Water out of Pail</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
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<tr>
<td></td>
<td>Freely Drinking Water out of Pail</td>
<td>AM</td>
<td>PM</td>
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<td>AM</td>
<td>PM</td>
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<td>PM</td>
</tr>
<tr>
<td>Eating</td>
<td>Food Guarding</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
</tr>
<tr>
<td>Grooming</td>
<td>Introduction to a Brush</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
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<tr>
<td></td>
<td>Brushing Gently</td>
<td>AM</td>
<td>PM</td>
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<td>PM</td>
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<td>AM</td>
<td>PM</td>
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<tr>
<td>Toys</td>
<td>Introduction to Toys</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
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<td>PM</td>
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<tr>
<td></td>
<td>Interaction with Toys</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
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<tr>
<td></td>
<td>Willing to “Give Toy Up”</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
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<tr>
<td></td>
<td>Kong Stuffed with Food</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
</tr>
<tr>
<td>Interaction</td>
<td>Avoids you in Kennel/Yard</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
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<tr>
<td></td>
<td>Greets you in Kennel/Yard</td>
<td>AM</td>
<td>PM</td>
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<td>PM</td>
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<td>PM</td>
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<td>PM</td>
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<tr>
<td></td>
<td>Goes up/down stairs</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
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<td>PM</td>
<td>AM</td>
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<tr>
<td></td>
<td>Responds to Petting</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
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<tr>
<td></td>
<td>Cuddles You</td>
<td>AM</td>
<td>PM</td>
<td>AM</td>
<td>PM</td>
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<td></td>
<td>Reacts to</td>
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<td>PM</td>
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<tr>
<td></td>
<td>- Slow Movement</td>
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<tr>
<td></td>
<td>- Fast Movement</td>
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<td></td>
<td>- You reaching/stretching</td>
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<td>Rehabilitation Room</td>
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<td></td>
<td>- Toilet Flushing</td>
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<td></td>
<td>- Turning a light on</td>
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<tr>
<td></td>
<td>- You moving around the room/using couches</td>
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<tr>
<td></td>
<td>- Having a new person in the rehab room</td>
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<tr>
<td></td>
<td>- Reaction to someone walking across floor in rehab room</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

**Notes:**
- Feathers ball
- Lots of kisses, playful, tennis ball, frisbee
- Very friendly
- Lots of supply of cuddles
- Wanted to chew on brush
- Lots of kisses, playful, tennis ball, frisbee
- Very friendly
- Lots of supply of cuddles
<table>
<thead>
<tr>
<th>Day of the Week</th>
<th>Sunday</th>
<th>Monday</th>
<th>Tuesday</th>
<th>Wednesday</th>
<th>Thursday</th>
<th>Friday</th>
</tr>
</thead>
</table>

*Cat rooms have numbers above doors for reference*

- Between 8:30-12:30
  - Cat Companion: General
    - Barb H
  - Cat Companion: Room 1
    - Dawn B
    - Tanis D
  - Cat Companion: Room 2
    - Eileen V
  - Cat Companion: Room 3 (Kittens)
    - Susan D.
  - Cat Companion: Room 4
    - Eileen V
  - Cat Companion: Room 5
  - Cat Companion: Room 6
  - Canine Companion
    - Devan W
    - Yeonji
    - Austin/Laurie RSS 920-1120
  - Sue Decora
  - Dog Walking
  - Rabbit and Small Animal Companion

- 12:00 pm - 2:00 pm
  - Adoption Centre Host
  - Cat Companion
  - Canine Companion
  - Dog Walking
  - Rabbit and Small Animal Companion
**KITTEN FOSTER CHART**

**Foster Name:**
**Kitten Name/ID Number:**
**Description:**

<table>
<thead>
<tr>
<th>DAY 1</th>
<th>DAY 2</th>
<th>DAY 3</th>
<th>DAY 4</th>
<th>DAY 5</th>
<th>DAY 6</th>
<th>DAY 7</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date:</td>
<td>Date:</td>
<td>Date:</td>
<td>Date:</td>
<td>Date:</td>
<td>Date:</td>
<td>Date:</td>
</tr>
</tbody>
</table>

Kitten birth weight is usually from 80-110g. Kittens sleep together from 4-6 weeks of age and cannot regulate their body temperature for the first four weeks. Ears begin to open around day five. Kittens have no gag reflex so DO NOT squeeze the feeding syringe or bottle when feeding, as it will cause them to aspirate (breathe in milk). Kittens begin crawling around day seven. They are unable to urinate or defecate on their own for the first six weeks. Monitoring/socialization should take up a minimum of two twenty minute visits per day.

**WEIGHING:**
Kittens must be weighed daily, ideally twice per day in their first and second weeks of life. If a kitten loses weight or does not gain any weight, THIS IS AN EMERGENCY SITUATION, so follow emergency the protocol in your foster manual. By the end of the firts week, the kitten should DOUBLE her/his birthweight. If not, this constitutes an emergency situation, so follow emergency protocol.

**PRE AND POST FEEDING:**

**ORPHANS:** Groom/nurture, cuddle before feeding. Take a warm, damp cloth and wipe face and body as if you are the mom cat.

**NON-ORPHANS:** If mom is there, she will cuddle/groom.

**BOTH:** Observe nose/eye discharge for signs of mucous. Clean nose with a damp cloth before feeding. (If they cannot smell, they will not eat)

**Urination/Defecation:**

**ORPHANS:** Take a warm, damp cloth after eating and stimulate them to urinate or defecate. (Which should cause them to pee/poop after they've eaten). If you notice they are not going to the washroom after 12 hours, THIS IS AN EMERGENCY SITUATION. It is not irregular for kittens to poop once per day.

**NON-ORPHANS:** Mom will do this behaviour naturally. If you notice she is not, or notice that your kittens have not used the washroom, follow emergency protocol. It is a good idea to manually stimulate non-orphans once a day to ensure mom is performing this behaviour and not neglecting to stimulate. To stimulate to urinate or defecate, please follow the above descriptions.

**NOTE:** IF YOU NOTICE DIARRHEA OR VOMITING, FOLLOW EMERGENCY PROTOCOL.

**DEVELOPMENT:**

**Kittens Should Begin Crawling:** If this does not occur, or there is a change in the kittens behaviour in becoming more sedate, this is an emergency situation, so follow your emergency protocol.

**Kittens Observed to Nurse on Eachother:** This is a natural behaviour and does not necessarily need to be interrupted; however, if there is swelling, anus is protruding, or if male prepuce is affected from being nursed on, interrupt this process and follow emergency protocol.

<table>
<thead>
<tr>
<th>Crawling:</th>
<th>Crawling:</th>
<th>Crawling:</th>
<th>Crawling:</th>
<th>Crawling:</th>
<th>Crawling:</th>
<th>Crawling:</th>
</tr>
</thead>
<tbody>
<tr>
<td>(  ) Yes</td>
<td>(  ) Yes</td>
<td>(  ) Yes</td>
<td>(  ) Yes</td>
<td>(  ) Yes</td>
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<td>(  ) No</td>
<td>(  ) No</td>
<td>(  ) No</td>
<td>(  ) No</td>
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<tr>
<td>Nursing on Eachother:</td>
<td>Nursing on Eachother:</td>
<td>Nursing on Eachother:</td>
<td>Nursing on Eachother:</td>
<td>Nursing on Eachother:</td>
<td>Nursing on Eachother:</td>
<td>Nursing on Eachother:</td>
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<td>(  ) Yes</td>
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<td>(  ) No</td>
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<td>(  ) No</td>
<td>(  ) No</td>
</tr>
</tbody>
</table>

**Notes**

- This chart is made for the purposes of providing a guideline only and is not exhaustive. Please follow emergency protocol if you are ever unsure of what to do.
### Week 2:

**Development:**
- Kittens should continue to crawl in week two.
- Eyes Open: Kittens' eyes should open in week 2.
- Kittens Observed to Nurse on Eachother: This is a natural behaviour and does not necessarily need to be interrupted; however, if there is swelling, anus is protruding, or if male prepuce is affected from being nursed on, interrupt this process and follow emergency protocol.

**Pre and Post Feeding:**
- Observe nose/eye discharge for signs of mucous. Clean nose with a damp cloth before feeding. (If they cannot smell, they will not eat)

**Urination/Defecation:**
- Non-Orphans: Take a warm, damp cloth after eating and stimulate them to urinate or defecate, please follow the above descriptions.
- Orphans: Mom will do this behaviour naturally. If you notice she is not, or irregular for kittens to poop once per day.

**Socialization:**
- For 10-15 seconds touch tail and paws and roll on their back
- Book appointment for a check-up

---

**KITTEN FOSTER CHART**

<table>
<thead>
<tr>
<th>Week 2:</th>
<th>Weight:</th>
<th>Weight:</th>
<th>Weight:</th>
<th>Weight:</th>
<th>Weight:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Eyes Open:</td>
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<td>PM</td>
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**Notes:**

- This chart is made for the purposes of providing a guideline only and is not exhaustive. Please follow emergency protocol if you are ever unsure of what to do.

**Eyes Opened:**
- Kittens' eyes should open in week 2.
- Eyes begin to open around day 9. Kittens develop a gag reflex around day 11. By the end of the first week, weight should be about double of the original birth weight.

**Frequency of Urination/Defecation:**
- Kittens Observed to Nurse on Eachother: This is a natural behaviour and does not necessarily need to be interrupted; however, if there is swelling, anus is protruding, or if male prepuce is affected from being nursed on, interrupt this process and follow emergency protocol.

**Pre and Post Feeding:**
- Observe nose/eye discharge for signs of mucous. Clean nose with a damp cloth before feeding. (If they cannot smell, they will not eat)

**Urination/Defecation:**
- Non-Orphans: Take a warm, damp cloth after eating and stimulate them to urinate or defecate, please follow the above descriptions. If a kitten loses weight or does not gain any weight, THIS IS AN EMERGENCY SITUATION, so follow emergency protocol in your foster manual.

**Kittens Observed to Nurse on Eachother:**
- This is a natural behaviour and does not necessarily need to be interrupted; however, if there is swelling, anus is protruding, or if male prepuce is affected from being nursed on, interrupt this process and follow emergency protocol.

**Socialization:**
- For 10-15 seconds touch tail and paws and roll on their back
- Book appointment for a check-up
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<td>Day 22</td>
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Week 2
Average weight at beginning of week 2 - 150 grams. Eyes begin to open around day 9. Kittens develop a gag reflex around day 11.

all 3 have opened their eyes now

Week 3
Average weight at beginning of week 3 - 225 grams. Incisor teeth begin erupting by the end of this week. Walking begins around day 16.

trying to walk

Week 4
Average weight at beginning of week 4 - 330 grams. Walking gingerly.

walking gingerly
ACKNOWLEDGING OPINIONS, PERSPECTIVES, AND POINTS OF VIEW

ANTICIPATING DIFFERING PERSPECTIVES

RE-EVALUATING YOUR PLANS
Ellen Campbell, BA Hons, MA Candidate
University of British Columbia
Okanagan
LNANNCAMPBELL@GMAIL.COM