



Animal Transfer Protocol

This protocol is designed as a guideline to reduce the risk of disease transmission and ensure the continued success of the TAILS animal transfer program. Because the animals transferred to TAILS have often experienced chronic stress due to malnutrition, parasitic infestation, etc., their immune systems are often compromised, making them more susceptible to diseases such as upper respiratory infections and parvo virus. For this reason, we must use extra caution when caring for transported animals. It is essential to provide them with everything they need to become healthy, but also to observe them for signs of infection, initiating a treatment plan as soon as possible if they do become sick so that they have every chance of becoming healthy and don't infect other TAILS animals.

We rely on the support of our foster volunteers -it is because of your selflessness, that we are able to save so many wonderful animals. Thank you!

Expectations

Source shelters will:

1. sign a transfer agreement with TAILS
2. vaccinate with DHLPP and Bordetella, de-worm and treat with flea and tick preventative at least once, at least 7 days prior to transport if at all possible
3. provide TAILS with all health information available regarding transferred animals
4. provide TAILS with a health certificate completed by a licensed veterinarian within 30 days of transfer if animals are from out of state
5. waive all rights to animals once ownership has been transferred to TAILS

TAILS will:

1. coordinate with source shelters and transporters to ensure that animals are transferred in the safest manner possible
2. provide the IL Dept of Agriculture, a copy of health certificate (if animals are from out of state)
3. acquire from the IL Dept. of Agriculture, an Entry Permit Number
4. retain copies of health certificates for a period of 2 years from the date of receipt of transferred animal
5. pay for health certificates if they are required and if the source shelter is unable to do so
6. spay/neuter all dogs, cats, puppies and kittens prior to adoption
7. temperament test all dogs and puppies prior to adoption, euthanizing aggressive animals

Foster volunteers will:

1. utilize a notebook to record observations about foster animals, dates of medications given, weights, etc.
2. contact the TAILS Animal Care Manager immediately if any of the following symptoms are observed: coughing, sneezing, hairloss (especially around face, ears and feet), itching/scratching, vomiting, diarrhea, lethargy, not eating for over 24 hours or any other worrisome behavior.
3. be aware of and agree to the following general timelines:
 - a. Puppies and kittens under 16 weeks of age will be required to stay in their foster home until at least one week beyond their second vaccination (generally 2-3 weeks total).
 - b. Puppies and kittens over 16 weeks of age can come to TAILS after they have been in their foster home for 2 weeks and have received at least two vaccinations.
 - c. Length of stay in foster homes may be extended if animals begin to show signs of illness (upper respiratory infection, parvo, etc.).
 - d. If spay/neuter surgery is performed early in the week, foster volunteers may be asked to collect their fosters after surgery and then return them to TAILS the Friday after surgery so as to limit the amount of time they spend in the shelter.
4. completely clean and sanitize animal housing areas between each group of fosters.

Minimal guidelines for transfer of young animals:

1. At least 6 weeks of age or, if younger, with their nursing mother
2. No visible signs of illness including, but not limited to: hair loss that could be due to ringworm, runny eyes/nose, coughing/sneezing, lethargy, diarrhea
3. Body condition score of at least 3 (at least minimal fat and muscle covering)
4. No pits or pit mixes
5. If there's a mom – she comes too.

Protocol for transfer of animals to foster homes:

1. Ideally, transfer should occur in the TAILS parking lot or foster animals should be delivered directly to an experienced foster volunteer's home. If transfer must occur inside the TAILS shelter, it should occur in the Intake Room with animals coming into minimal contact with staff (management staff only).
2. During transfer, staff should wear smocks and gloves.
3. Wherever transfer occurs, animals should be brought up to date on vaccinations, panacur should be started and Revolution should be given (if live fleas are seen, Capstar should also be given).
4. Notes should be taken on the apparent health, temperament and distinguishing characteristics of each fostered animal – all of these notes should be recorded in the TAILS database.