

SHERIFF'S OFFICE ANIMAL CARE



Foster Care Policies and Procedures

The policies and procedures for the care of foster animals owned by Solano County are as follows:

A. Legalities

1. Any animal fostered shall remain the sole property of the Shelter. The Foster Parent must not dispose of the animal in any way without the express approval of the Shelter. The Foster Parent will not abandon the animal or surrender, sell, or give the animal to another shelter, pet dealer, or laboratory or any related-type organization, or rescue group.
2. If the Shelter requests that any animal in foster care be returned to the Shelter, the Foster Parent shall comply with this request and return the animal(s) to the Shelter immediately.
3. If the foster parent fails to return the animal which is property of the Solano County Sheriff's Office Animal Care Division to the shelter within 3 days of the request, the shelter has the right to cease the animal.
4. If the Foster Parent lives in a rented premise, the Foster Parent must obtain the permission of all necessary persons, including any landlord or resident manager, to have the animal. The Foster Parent shall be responsible for any security or damage deposits required by the landlord or resident manager.
5. The Foster Parent must immediately notify the Shelter of any change of residence, mailing address, or phone number.

B. Animal Care

The Foster Parent must provide the animal with all necessary care and attention to ensure its health and well being, including food, water, exercise, and veterinary care if required. More specifically:

1. The Foster Parent of a cat/kitten must feed the food provided by SCAC, dependent on the cat/kittens age, age appropriate food will be provided. The Foster Parent must ensure the animal has access to food and fresh water at all times.
2. The Foster Parent of a dog/puppy will be provided with age appropriate food. The Foster Parent must ensure the animal has access to food and fresh water at all times. The dog must have access to a confined/enclosed outside area so that the dog can “do its business;” the area will be cleaned and disinfected regularly to maintain a healthy environment with minimal odor.
3. The Foster Parent of a cat must keep the litter box with cat litter that will be provided by SCAC, cleaned and disinfected regularly to maintain a healthy environment with minimal odor.
4. The Foster Parent must keep the animal as a household pet where it will be part of the family.
5. The Foster Parent and all members of the foster household must treat the animals in a kind, respectful and humane manner, encouraging good behavior and confidence in order to create a better adjusted, adoptable animal. The Foster Parent will provide adequate, positive socialization for the animal(s) to help ensure their temperament will be as behaviorally sound as possible for adoption.
6. The Foster Parent must keep all Shelter cats indoors at all times. Shelter dogs must be kept indoors or in a fenced-in backyard. At no time will any Shelter animal be allowed to run loose outside in the front yard or off the Foster Parent’s premises.
7. The Foster Parent will transport any foster animal in a sturdy carrier in a closed vehicle.
8. The Foster Parent will contact the Shelter immediately if the foster animal(s) is lost or stolen. The Foster Parent will take all necessary steps to find the animal, including contacting the necessary law enforcement officials and working with the Shelter.
9. The Foster Parent must administer proper medications, etc., as prescribed by the Shelter veterinarian.

10. The animals will be brought in as scheduled on the foster inventory list for follow up vaccinations/veterinary care.
 - a. Kittens must receive a series of FVRCP vaccinations, every 2-3 weeks from the ages of 4 weeks to 16 weeks.
 - b. Puppies must receive a series of Da2pp vaccinations every 3-4 weeks from the ages of 6 weeks to 16 weeks.
11. The Foster Parent will notify the Shelter immediately of *any kind of problems* that arise concerning the animals, including, but not limited to, illness or death of the animal.
12. **The Foster Parent must notify the Shelter immediately of any bites that break the skin** that occur to any person(s) or other animal(s) while the animals are in the Foster Parent's care.
13. The Foster Parent has the right to return any foster animal to the Shelter for any reason. If this occurs, he/she must call (707)784-1357 the Shelter first to arrange a suitable time to return the animal(s). This may be accomplished any time during normal business hours of the Shelter.

C. Costs and Expenses

1. All necessary items to care for the animal placed in foster care will be provided by SCAC. Any additional items purchased by the foster parent such as collars, food dishes, toys, etc. are not reimbursable.
2. The Foster Parent is providing a nurturing and healthy environment for the animals on a volunteer basis. As such, the Foster Parent must provide the animal with all necessary care and attention to ensure its health and well being, including veterinarian visits. With the exception of emergency veterinary services, which require prior approval from the shelter to be considered for reimbursement. If the Foster Parent chooses to treat the animal(s) at a veterinarian of his/her choice, the Foster Parent will assume full responsibility for payment of the vet bill and the Shelter will not reimburse the Foster Parent for any such visit.
3. The Shelter will provide at its expense any necessary spay/neuter surgeries, vaccinations (DH2PP, Bordatella, FVRCP, rabies, etc. as required) and microchip insertions. The Foster Parent must schedule an appointment with the Shelter veterinarian to bring the animal into the Shelter for all such routine and non-emergency medical needs or other medication prescribed, as requested and/or approved by the Shelter. Routine vaccinations can be administered without an appointment Tuesday, Wednesday and Thursday from 2pm-430pm.

4. For a bona-fide medical emergency that arises concerning the animal(s) in the Foster Parent's care (major injury, excessive bleeding, life threatening illness, etc.), he/she is required to contact the Shelter and ask for instructions. Contact can be made by email at AnimalCareFosters@solanocounty.com. If the Foster Parent cannot contact anyone at the Shelter for guidance, he/she is authorized to take the animal to one of the veterinary clinics approved by the shelter for immediate medical care. In such a situation, the Foster Parent must supply the shelter with all original documentation and receipts from the veterinarian for inclusion in the animal's file.

D. Health and Well-Being

1. There is always the possibility of foster animals fighting, injuring or spreading illness to the Foster Parent's own pets. Therefore, if the foster animal(s) must be left alone for any length of time the Foster Parent must ensure the foster animal(s) are kept in a separate location from his/her own pets.
2. The Foster Parent must keep any animal(s) quarantined from all other animals residing in the household for a minimum of 14 days, starting on the day the animal(s) is/are brought into the foster home, to prevent the possible spread of infection.
3. The Foster Parent must keep his/her own pets adequately vaccinated and de-wormed while fostering any animal for the Shelter.
4. If the Foster Parent allows the foster pet(s) and his/her own pets to have access to each other, the Foster Parent does so at his/her own risk; the Foster Parent will not hold the Shelter liable for any illness or injury that may occur to the household pet(s).
5. The potential for contagious illness is high, especially in puppies and kittens. Therefore, the Foster Parent understands that unless sufficient space is available (as approved by a qualified representative of the Shelter), the Foster Parent will not foster more than one litter of puppies or kittens at a time.

E. The Shelter

1. If a representative of the Shelter determines the Foster Parent is not caring for the animal properly, the Shelter has the right to take immediate possession of the animal and cancel the foster agreement with that individual.
2. The Foster Parent may not transfer custody or location of the animal without the express written permission of the Shelter as stated in the Foster Contract.

3. The Foster Parent has total responsibility for the animal's actions and well-being. The Shelter has the right to send an agent to the Foster Parent's premises for the purpose of confirming that all contract obligations are being fulfilled. If the Shelter has any reason to believe that the contract obligations are not being fulfilled, the Foster Parent must immediately surrender custody of the animal.
4. The Shelter holds final authority over all decisions concerning the animal(s) including medical treatment, foster home placement, euthanasia, and adoption. The Foster Parent must comply with any decision the Shelter makes concerning the animals.
5. The Foster Parent has the right to return any foster animal to the Shelter. If the Foster Parent has to return any foster animal, the Shelter will do everything possible to assist in this return. The Foster Parent will call the Shelter to arrange a suitable time to return the animal(s). The return of an animal in foster care to the Shelter may be accomplished any time during normal business hours of the Shelter.

F. Adoptions

Once a foster animal is deemed adoptable, the animal must be returned to the shelter for appropriate vaccines spay/neuter and placed up for adoption.

1. All animals fostered by the Foster Parent shall be adopted into a permanent home under the supervision and approval of the Shelter.
2. It is the responsibility of the Foster Parent to ensure that the animal(s) are returned to the shelter to be vaccinated, sterilized, and microchipped prior to adoption.
3. If the Foster Parent or any member of the immediate household chooses to adopt the animal being fostered, he/she must complete an adoption application and return the animal to the Shelter for all necessary procedures. The Foster Parent understands the animal(s) will not be transferred to another party. Furthermore, the Foster Parent understands that the Shelter has the right to refuse any adoption for any reason.

G. Liability

1. The Foster Parent is not liable for any injuries, illness or disappearance of the animals arising out of the foster care, except if such injuries, illness or disappearance are caused by or arise out of gross negligence or intentional misconduct of the Foster Parent.
2. The Foster Parent takes full responsibility for any and all liability of damages caused by the animal(s) to the living areas, pets, belongings or persons in the residence.

3. The Foster Parent understands the possibility of humans and other animals being bitten, scratched, or contracting disease. The Foster Parent is responsible for all people, regardless of age, who handle the animal(s). The Foster Parent will ensure the animals are handled in a safe and hygienic manner at all times, and will not hold the Shelter responsible for any injuries or illnesses that may result in the Foster Parent's failure to do so.
4. The Shelter is not liable for any bodily injury or property damage, losses or injuries whatsoever to the Foster Parent or other persons, or to the Foster Parents' or another persons' pets, caused by the actions, behavior or health of the animals, or arising out of the foster care, except if such damage, losses or injuries are caused by the Shelter's gross negligence or intentional misconduct.

H. Time Limits

1. The purpose of the Foster Care program is to temporarily place animals in foster homes to recuperate from illness or surgery and/or become properly socialized. Once an animal has recuperated, is old enough (i.e., weaned), and/or has been properly socialized, the Foster Parent will return that animal to the Shelter.

Therefore, the following maximum time limits for animals in foster care apply:

- a. Medical or behavioral reasons: three (3) months
 - b. Litters of puppies to reach 8 weeks and/or 2lbs: two (2) months
 - c. Litters of kittens to reach 8 weeks and/or 1.8lbs: two (2) months
2. Once the foster time period has elapsed, Foster Parents will return the animal(s) to the Shelter; the animal(s) will then be placed for adoption.
 3. The above time limits may be extended, based upon the individual needs of the animal(s). In these cases the Foster Parent must obtain permission from the Shelter to extend the foster care return date. Projected vaccination and return dates are listed on the Foster Inventory List.
 4. The Foster Parent always has the option of returning the foster animal(s) to the Shelter prior to the maximum time limit. In such a case the Foster Parent will call the Shelter to arrange a suitable time to return the animal(s). The return of an animal in foster care to the Shelter may be accomplished any time during normal business hours of the Shelter.