 FOSTER PROCEDURES

Thank You for being a part of our mission to save animals. Foster Homes are crucial to the cause and without you we would be unable to do what we do.

**Humane Society Contact Info**

**Ann Perrett** ​ “ Crazy Cat Lady”. She specializes in cats, but can also help you with ANY questions or concerns regarding just about anything. If she can’t answer your questions, she will know who can. You can email her at ​cchsadoptions@hotmail.com​ or TEXT her at 678­735­2349.

**Ottis Moore:** Ottis is the head of the Humane Society...our “Lead Mule”. He stays extremely busy and​ is overwhelmed most of the time overseeing the day to day operation of the Humane Society, Public Relations, Rescuing and Transporting animals to the vet. You can reach him by email at ​ottismoore@bellsouth.net or by​ TEXT at 770­548­1453. If you need a quick response PLEASE contact Ann or one of the Team Leaders first.

**AT NO TIME SHOULD YOU EVER HAVE A ANIMAL IN YOUR POSSESSION THAT IS OVER 4 MONTHS**

**OLD WITHOUT HAVING PROOF OF A CURRENT RABIES TAG. (ONLY EXCEPTION IS PREGNANT / NURSING MOM’S)**

1. If Possible, we will provide you with all the necessary items you will need, leashes, collars, food, crates, carriers, litter, toys….just let us know what you need and we will do our best to get the things for you. Just please be patient as we do not always have these things on hand and we may need to purchase the items you need. If for some reason you have to purchase items for your animal, please make sure it is cost effective and a necessity. Bring your receipt to Ottis and he will reimburse you for your purchase.

1. We have a small dedicated group of Rescue Coordinators who pull animals from the high kill shelters all over the Atlanta area and place them with the Foster parents. They will coordinate with you on the breed, size, age etc so that you and your foster pet are a good match.

* If you are the one picking up your foster from the shelter, Please text Ann or Ottis and let them know. **Make sure you get the release form from the shelter**​ (VERY IMPORTANT)! Please make

arrangements with Ann, Ottis, or lead for the animal to be vaccinated, dewormed and treated for fleas ASAP. We will also start a file.

* Once you get your new foster home, please give them a bath (The shelters are full of germs). Take a picture and send it to ​cchsadoptions@hotmail.com or chsadoptabledogs@gmail.com along with the​ name and ID#, so we can have it on file. Once there is a name on the adoption folder….PLEASE DO NOT CHANGE IT….it creates a paperwork nightmare trying to match up medical records and transfer sheets.

* Cherokee Humane Society pays for all vetting for your animal, If he/she becomes ill while in your care, contact Ann (cats), Ottis or your team leader (dogs) and they will be able to get you any medications you may need or will make arrangements for you to take the animal to one of our approved vets. Please DO NOT take the animal to the emergency vet unless approved by Ottis.

**VETTING DAYS**:​ ​**Spay / Neuter, Medications, Shots, DeWorming, Exams Etc….**

* Your foster will be scheduled and sent to the vet on the next vetting day. Budget Vet comes to the Thrift Store on Tuesdays, Premier Mobile Vet on Mondays. We provide transport to Vet in Calhoun on Weds.

**When bringing your foster pet to be vetted, make SURE you bring the folder (very important) also bring your foster in a carrier and please write up the specifics for your animal, Name, breed, color, your contact info and any concerns you may have about the animal. If your animal is being spayed or neutered PLEASE DO NOT FEED them after midnight the night before.**

* We will work with you to schedule your animals vetting needs. Get with Ann (for cats) or Ottis (for dogs) to “book” your slot for one of the mobile vets. If you are scheduled to come to one of the mobile vets at the Thrift Store, please make every effort to be on time. Drop off time is 9;00am, pickup is usually 6:00pm

If you are bringing your animal on Wednesday for vetting, Please be at the Thrift Store between 9:30 and 10:am. Make sure you bring your animals file. Please have cats/kittens in a carrier with their name and your contact info on it (masking tape works great). Please also place a disposable litter box and a towel in the carrier. If you are bringing a “sick” dog or cat please remind us when you get here so we can make every effort to keep the germ spreading to a minimum. All puppies and kittens must have on a disposable collar with their name and ID# on it.(we will supply you with the collars). This ensures that the proper medical records go home with the appropriate animals, it’s not always easy to tell littermates apart from each other. Pick up time can vary on Wednesday evenings. Ottis will text everyone when he has an estimated time of arrival at the Thrift Store. Please don’t be late, as it has been a VERY long day for Ottis and he still has a long drive home.

Our Main Adoption location is the PetsMart in Woodstock which is organized by Ottis Moore, But we have a few volunteers who have created “Teams” in order to help each other out with fostering and adoption events. No one is required to be on a team but if you would like to have the support of a close knit group then being on a team is the way to go…. Team Leads will help you in getting set up with any and all supplies you may need and are available to answer any questions you have.

**CAT ADOPTIONS: All Cat or Kitten adoptions are handled by Ann Perrett.**

* Petsmart in Canton located at 1810 Cumming Hwy, Canton, GA 30114

* PetsMart in Woodstock located at 142 Woodstock Square Ave. 30189.

* PetCo in Acworth located at 3372 Cobb Parkway NW 30101

**When your cat or kitten is ready for adoption, get with Ann and she will let you know where to place it. Any cats or kittens placed in these locations must have prior authorization from Ann Perrett.**

**DOG ADOPTIONS:**

Once your dog is ready for adoption...​**Please get a bio and a couple of pictures to Ann or your team leader so we can get him/her on PetFinder or Adopt a Pet.**​ Dogs that are ready for adoption are required to attend at least 2 adoptions a month, we would like for them to be there every saturday but understand that it is not always possible. Please send a text or email to the adoption organizer by Friday to let them know you are bringing your dog / puppies on Sat.

* Woodstock PetsMart ­ 142 Woodstock Square Ave, 30189.

 Organized by Ottis Moore. EMAILl ottismoore@bellsouth.net​ or TEXT 770­548­1453​

Canton PetsMart ­ ​1810 Cumming Hwy, Canton, GA 30114

Organized by Jaime Franklin EMAIL: CHSadoptabledogs@gmail.com

* Acworth PetCo ­ 3372 Cobb Parkway NW, 30101

 Organized by Sherry Thomas: EMAIL ​teachersthomas@icloud.com or TEXT 678­480­0708​

Adoptions run from 11:00am to 4:00pm every Saturday. When dropping off your dog..Please walk your dog before putting him / her in the crate and It must have a collar on, If you can also leave the leash that will make it easier to take the dog out for meet and greets. Please don’t feed your dog a big breakfast (especially the puppies) this cuts down on messy crates and blankets. We will provide water and treats for them during the day. If you are unable to stay for adoptions PLEASE give one of the volunteers a brief bio of your dog, It’s likes, dislikes, any special talents. anything to help them tell prospective adopters about your dog. If your dog is not adopted, please do not be late picking him/her up as it makes our volunteers have to stay late or find a last minute foster for your dog.

You are more than welcome to network your dog / cat on facebook, to your friends, family and coworkers. Once you feel you have found a good match contact Ann or your team leader and they will give you instructions on the adoption procedures and paperwork. Once your dog / cat is adopted we will match you up with another.

**DEPARTMENT OF AGRICULTURE**​ oversees all animal shelters and rescue groups. With that being said...there are certain procedures we must follow to stay in compliance with them.

1. Every Foster must have a file at the Thrift Store which contains a Foster Application, Dept of Ag foster agreement (which must be renewed every year) and EVERY foster home MUST have a home

inspection done every 6 months. There is also an inventory sheet that you must maintain at your home. Basically it is a sign in / out sheet for your foster animals. When you receive an animal..sign it in and when it is adopted or goes to another foster home..sign it out. I also have an inventory spreadsheet so that everyone (including the Dept of Ag) knows who/what we have in the system at any given time. All of our foster parents have access to this sheet and EVERY animal must be listed. It is also a very helpful tool if someone is looking for a certain age, breed, etc.

1. Every animal we take into CCHS must have documentation as to where it came from. If from a shelter, there will be a “pull sheet” it will have the animals ID#, date pulled, If someone wishes to give you a dog (owner surrender) we have a relinquishment form they need to fill out and sign. If you do not have access to the forms, have them write on a piece of paper something to the effect, “I \_\_\_\_\_\_\_\_\_\_ do hereby surrender\_\_\_\_\_\_\_\_\_\_to Cherokee Humane Society, get as much information about the animal you can, behaviors, medical history, vet records etc...have them sign and date it.

1. Every animal we pull from a shelter that is over 4 months of age must have a rabies shot and must be spayed or neutered. Proof of spay / neuter MUST be sent to the shelter it was pulled from within 30 days of us receiving the animal.