

Kitsap Humane Society

# Foster Care Program Manual



RESCUE • REHABILITATE • REHOME

9167 Dickey Rd NW  
Silverdale, WA 98383  
360.692.6977

[www.kitsap-humane.org/foster-care](http://www.kitsap-humane.org/foster-care)

## Table of Contents

Foster Care Program Overview .....	3
Reasons for Foster Care .....	4
Foster Care Basics .....	5
Foster Mentors .....	6
Illness .....	7
<b>Medical Emergencies</b> .....	<b>7</b>
Giving Medications and Skills .....	8
Disease Control .....	9
Parvo and Panleuk .....	10
Shelter Breaks .....	11
Adoption and Promotion .....	12

## Available Appendices

In addition to this manual, please review any other applicable handbooks, manuals, packets, and handouts that are available on the website. They provide additional information that will be helpful to foster parents!

- Kitten and Bottle Baby Handbook
- Puppy Handbook
- Fecal Scoring Chart
- Cleaning and Disinfection Tips
- ASPCA Bleach Dilution Quick Reference

## Contact Information

### Foster Care Coordinator

Desiree Snively, [dsnively@kitsap-humane.org](mailto:dsnively@kitsap-humane.org) (preferred method of contact)

360-692-6977 x1207

### Foster Care Assistant

[foster@kitsap-humane.org](mailto:foster@kitsap-humane.org)

### Canine Behavior and Training Coordinator

[behavior@kitsap-humane.org](mailto:behavior@kitsap-humane.org)

### Vet Services

Day phone: 360-692-6977 x1135

After hours emergencies **ONLY**: 202-780-6887

See section on Medical Emergencies for protocol.

## Foster Care Program Overview

Thank you so much for your interest in volunteering for the Kitsap Humane Society! Foster caregivers provide care for animals whose age, medical, or behavioral conditions mean that they will progress more quickly in a home setting than in the shelter. Fostering is both rewarding and challenging, as it is one of the most critical support services you can offer to animals with the greatest needs.

### REQUIREMENTS:

- Foster volunteers must be at least 18 years of age (16-17 with guardian's approval) and have adequate facilities for animal care.
- Foster volunteers must have animal care knowledge, abilities, and skill.
- Foster volunteers must also be able to bring animals back to KHS for medical checkups, boosters as required, and adoption when the fostering period is over.
- All foster volunteers must interview with the Foster Care Coordinator (FCC) and read the training materials available on the website.
- Foster volunteers must allow a home inspection, if necessary.
- The KHS Foster Care Program's primary method of contact, communication, and notification is via email; therefore, **email access is required**.
- If a foster volunteer boards animals, a kennel license is required and must be presented to KHS.
- All foster volunteers who are inactive for 1 year must re-interview with the FCC.
- Foster volunteers must supply food, litter, and other supplies; KHS will do their best to provide supplies when possible. Animals on a special, medically necessary diet will have all food supplied by KHS.

### KITSAP HUMANE SOCIETY FOSTER CARE APPLICATION AND PARTICIPATION PROCESS:

1. Fill out and submit a Foster Care Program Application (available on the website and at the shelter).
2. In 1-2 weeks, you will be contacted by email to set up a time to come into the shelter for an interview with the FCC. **Check your spam folder.** Please review this manual and the training PowerPoint (available on the website) before your interview.
3. After the interview, you will receive an email welcoming you to the program.
4. We strongly recommend attending a volunteer orientation or any of the foster program meet-ups in order to gain more information and network with other foster volunteers.
5. Check your email regularly for foster requests!
6. If you are interested in fostering an advertised animal, contact the FCC by email to arrange a pick-up date/time.

### DISCIPLINE:

The Kitsap Humane Society believes that volunteers are motivated to do what is best and are accountable for their actions. However, we must establish certain "rules of conduct" so that we can all work together in an efficient and effective manner. All volunteers are at-will, meaning that their volunteer status can be severed at any time, for any non-discriminatory reason, without cause by either the volunteer or KHS.

Volunteers who commit minor violations of the Foster Program Policies and Procedures will be verbally counseled in an effort to correct the issue immediately, with care and education. Minor violations could include not showing up for booster appointments, not following safety rules, etc. Continued violations could result in additional counseling or dismissal.

Serious violations can result in immediate dismissal without counseling or notice. Some specific behaviors are so egregious that they will be cause for immediate dismissal. The following list is intended to be an example and is not all-inclusive:

- Misappropriation or misuse of money or property
- Unauthorized removal of animal from KHS property
- Willful damage to property or endangering humans or animals
- Failure to follow specific, appropriate instruction
- Falsification of any document
- Failure to contact the shelter in an emergency situation
- Intentionally misrepresenting KHS or its policies
- Openly challenging the authority of a staff member
- Unauthorized disclosure of internal communications or documents

### Reasons for Foster Care

- **Orphaned Kittens or Puppies** – KHS’s most common need for foster homes is for kittens (and sometimes puppies) who are too young for spay/neuter surgery. It is better for the young animals to be in a home environment while they grow instead of in the shelter where they are exposed to diseases and resources are limited. Kittens are ready to be altered when they are healthy and reach 2 pounds (around 8 weeks old) and puppies are ready when they are healthy and between 8-12 weeks of age. Length of foster varies from a couple weeks to a couple months, depending on the age of the animal.
- **Bottle Baby Care** – These kittens and puppies are too young to eat on their own and do not have a mother so they must be bottle fed. The shelter doesn’t have the resources to bottle feed around the clock, so these young animals stay in foster care until they can be altered.
- **Moms with Kittens or Puppies** – KHS sometimes receives nursing mothers. With both cats and dogs, the mother should stay with the babies as long as possible, but at least until all of the babies are able to eat solid food (typically around 6-8 weeks of age). Then the mother can return to KHS to be spayed and put up for adoption.
- **Medical Care** – These are animals with specific medical needs due to illness, injury, age, weight, or cruelty. The length of foster care is determined by KHS Vet Services Department.
- **Behavior** – Some animals may require additional training, observations, and/or socialization before they can be adopted. These animals are sent into qualified foster homes to receive the appropriate training and care. Length of care depends on individual foster needs.
- **A Much Needed Break from the Kennel** – Animals who have been living in the shelter for an extended period of time can be sent into foster care to escape the stress of a kennel environment. The length of foster care varies depending on the needs of the foster animal. For short-term fostering, see the section on Shelter Breaks.
- **Kennel Space** – KHS can help more animals when foster homes enable us to temporarily open kennels. Current animals go to foster homes while we admit and process new animals from either strays or transfers. These fosters can range from a few days to few weeks.

## Foster Care Basics

### THE GOLDEN RULE: ALL FOSTER ANIMALS MUST BE CONFINED TO A SANITIZABLE AREA AWAY FROM YOUR OWN ANIMALS AT HOME FOR TWO WEEKS!

- It is KHS's Foster Parent Privacy Policy to not give the public or any individual a foster parent's personal contact information.
- Only KHS employees can decide what animal needs to go to foster care.
- Foster animals need to be completely isolated from your personal animals for a period of at least two weeks. See the section on Disease Control.
- Vaccines and wormers for puppies and kittens in foster care are given every 2-3 weeks, and must be scheduled through the FCC.
- Do not administer any flea products (liquids, baths, collars) on foster animals. If the animal has fleas and is too young to receive treatment at KHS, flea comb the animal and bathe with mild dish soap and warm water and towel dry thoroughly.
- It is the foster parent's responsibility to care for the foster animal's physical needs such as feeding, grooming, cleaning, tending litter boxes, etc.
- If you have small children in the home, fostering animals can be a wonderful experience. However, close supervision of children with the animals at all times is vital for the safety of the children and the animals.
- Dogs must be able to go outside, and must be in a fenced area or on a lead at all times.
- Cats/kittens must be kept indoors.
- Puppies must be carried if they are off of the foster volunteer's property to reduce risk of contracting Parvo Virus. See the section on Parvo Virus.
- If you are caring for a pregnant animal, KHS needs to know the date of birth and the number of animals born. Likewise, if any newborns or other foster animals should die, notify the FCC immediately.
- Foster animals are ready to return to the shelter for surgery when kittens weigh at least 2lbs (usually around 8 weeks old) and puppies are 8-12 weeks old.
- Notify your Foster Mentor with any changes in the animal's health/condition. **For after-hours medical emergencies, please call or text the veterinarian (only call after-hours for life threatening ailments: see section on Medical Emergencies), please leave a message if there is no answer.**
- Do not take your foster animal(s) to an outside vet without prior approval from a KHS veterinarian. KHS will only reimburse you for expenditures if it has been approved and recorded.
- Foster animals are not available for adoption until cleared by our Vet Services team or Behavior Department, depending on the need for foster care. KHS cannot hold any animal for a potential adopter. See the section on Adoption and Promotion.

**\*\*We have learned the hard way how necessary the golden rule is: to keep foster animals quarantined for 2 weeks!** Young animals are especially susceptible to all sorts of diseases and we have no idea what their lives were like before they came to the shelter, so for their sake, and the sake of your resident animals and future foster animals, you must keep them quarantined in a sanitizable space (NO CARPET—some diseases can live in carpet for up to 3 years) for at least 2 weeks, no exceptions.

WHAT YOU PROVIDE: Food Water Litter/box Bowls Leash	WHAT KHS PROVIDES: Medications and vaccines Advice Crate when needed Special diet if applicable
--	---

**Our ability to provide food and litter to foster animals is based on donations, so the availability of our resources varies.**

#### GETTING A FOSTER ANIMAL

The FCC will email with information on animals in need of foster. If you are interested, email the FCC to arrange an appropriate day and time to pick up the animal and request any supplies you will need so they will be ready when you pick up your animal. When entering KHS, check in with the front desk and they will notify the FCC you are there to pick up your foster animal. Then you will sign the appropriate paperwork and be sure get a copy for your records. Check in with the Foster Mentor assigned to you within 48 hours of receiving a foster animal.

#### RETURNING YOUR FOSTER ANIMAL

KHS requires that foster parents keep their animals for the duration of their commitment, but we also understand that unforeseen circumstances occur. If at any point, you or your family feels unsafe with a foster animal, contact the FCC to return the animal. It is extremely important to recognize that animals in foster care are there for a reason, and returning them unexpectedly to the shelter can be a huge detriment to their progress, whether it is because of a health (young animals are extremely at risk in shelter environments) or behavioral issue. If you need to bring your foster animal back before they are scheduled (due to a family emergency or something similar), give the FCC as much notice as possible so they can arrange alternate placement and potentially avoid returning to the shelter at all.

When initially responding to a Foster Request, you should disclose if you will be out of town at all during the foster commitment. The FCC may approve your personal house/animal sitter to care for the foster animal while you are gone, arrange other temporary placement ahead of time with you, or choose an entirely different volunteer to foster the animal.

You must always have an appointment, either with Receiving (scheduled through the FCC) or explicitly with the FCC to return a foster animal to KHS. The FCC has to ensure that they have kennel space and proper staff to care for the animal.

#### Foster Mentors

Foster Mentors are experienced volunteers who are assigned to foster parents as a one-on-one resource. You will receive the contact information of your Foster Mentor after your interview with the FCC and are encouraged to establish a relationship with them. They will advise you on medical matters, help you schedule Vet Checks, and answer any other questions you may have about fostering with KHS. It is important to stay in touch with your Mentor and notify them with any health issues your foster animals develop. You will contact the FCC to schedule all boosters, spay/neuter surgeries, and adoption placements.

**Illness**

Your foster animal may have loose stool for a couple days after bringing them home. This could be due to the change in food and/or the new environment. Contact your Mentor for tips, and if it persists, your they will advise you to bring your foster animal and a stool sample for a Vet Check.



THINGS TO LOOK FOR:

- Is your foster animal eating and eliminating regularly?
- Is your foster animal coughing or sneezing?
- Is there discharge from the eyes, nose, or mouth? Is it colored or clear?
- Is the stool runny, liquid, bloody, have mucous in it, or any change in color?
- Is your foster animal vomiting?
- Is it lethargic? When did you first notice it slowing down? Any jaundice?

**To help you answer these questions, it is helpful to keep a daily journal about your foster animal.**

Record their weights, eliminations, appetite, energy level, general appearance, when you first noticed them eating solid food, when they first started to play, etc. Any of this information will help make it easier to notice when something is wrong.

Do not show up to the shelter with your sick foster animal outside of foster open clinic hours without an appointment (UNLESS it is an extreme EMERGENCY—see below). Please contact your Mentor at the first signs of illness, do not wait until you have a crisis on your hands. They will advise you on the next steps that need to be taken.

<p><b><u>MEDICAL NON-EMERGENCIES</u></b></p> <ul style="list-style-type: none"> <li>• Runny discharge from nose or eyes</li> <li>• Lack of appetite and/or weight loss</li> <li>• Lethargy and/or unusual behavior</li> <li>• Coughing and sneezing</li> <li>• Lack of bowel movement for more than 24 hours</li> <li>• Several bouts of vomiting or diarrhea</li> <li>• Large distended belly</li> <li>• Non weight-bearing lameness persisting for more than 12 hours</li> <li>• Swollen, painful joints or a gait that appears as if the animal is “walking on eggshells”</li> <li>• Lameness that initially improves but does not resolve in 24-48 hours</li> <li>• Incessant scratching of self</li> </ul> <p>If your foster animal experiences one or more of these signs, <b>please contact your Mentor for advice or to set up a vet check.</b></p>	<div style="display: flex; justify-content: space-around; align-items: center;">  <p><b><u>MEDICAL EMERGENCIES</u></b></p>  </div> <ul style="list-style-type: none"> <li>• Diarrhea for more than two days, especially if light colored—yellow or bloody</li> <li>• Vomiting for 24 hours or more</li> <li>• Not eating for more than 12 hours</li> <li>• Listless behavior or dehydration (pulled skin stands up over the nape of the neck for more than 3 seconds)</li> <li>• Very high/very low temps (anal, above 102.8F/below 100.2F)</li> <li>• Any difficulty breathing</li> <li>• Any problem associated with systemic signs, such as lethargy, loss of appetite, weakness, and fever</li> <li>• Bleeding</li> <li>• Trauma</li> </ul> <p>If your foster animal experiences one or more of these signs, <b>please call the <u>veterinarian</u> listed on the Foster Request Form if it is after hours, and notify the FCC. If the emergency is during business hours, please bring the animal to KHS and notify the FCC.</b></p>
---	--

## Giving Medications and Skills

### LIQUIDS:

Can be administered by a dropper (which is normally measured off in fractions of a cc) or by a syringe, which administers a higher dose of one or more cc's. Measurements to help keep doses straight:

- 1 milliliter (ml) = 1 cc
- 2 cc's = 30 drops
- 5 cc's = 1 teaspoon
- 15 cc's = 1 tablespoon

Put the end of the dropper/syringe just inside the side of the animal's mouth, behind the canine teeth and just about where the back teeth are. There is a "cheek pouch" there, between the gums and the teeth. Slowly administer the liquid, no faster than the animal can swallow. Care should be taken if administering liquid medicines directly into the mouth; make sure that it is placed in the mouth and not shot down the throat, which can cause choking and compromise breathing.

### PILLS:

Can be hidden in food. This works well for many, but some animals can find the pill and spit it out. Peanut butter seems to help in many cases because the stickiness makes it harder to separate the pill from the food.

Directly placing the pill in the mouth:

1. Place hand across the snout and gently pull upper jaw.
2. With other hand, gently pull down lower jaw and place pill as far back in the mouth as you can, to the back and center of the tongue.
3. Hold the mouth closed until the animal swallows. A gentle blow on the face can sometimes distract them to swallow. Rubbing the throat gently can also stimulate swallowing.
4. "Pill guns" or "pillers" can be used. They are syringe like devices that can be used to place the pill in the mouth instead of using your fingers. Once the pill is placed, the plunger on the syringe is pressed and the pill is released into place.
5. Please request demonstration from Vet Services if you are unsure.

### EYE MEDICATION:

1. Rest the side of one hand against the animal's head, with fingers and thumb above and below the eyelid.
2. Tilt the head up and support it to keep it in place.
3. Pull gently down on the lower lid and place drops or ointment as directed.
4. Be careful not touch the dropper or applicator to the eye. This reduces the risk of contamination or injury to the soft eye tissues.

### EAR MEDICATION:

1. Position yourself beside and slightly behind the animal.
2. Lift the ear flap straight up, pulling gently. This allows the ear canal to be best accessed.
3. Place the ear drops or medication into the ear opening.
4. Place fingers on the side of the animal's head at the base of the ear and massage to direct the flow of the medicine to the deeper part of the ear.



#### TAKING TEMPERATURES:

A mercury or digital thermometer can be used, but if using a mercury thermometer be sure it is shaken down.

1. Lubricate the thermometer with Vaseline.
2. With the animal restrained either standing or lying down, insert the thermometer into the rectum.
3. Leave the mercury thermometer in for one minute or wait for the digital thermometer to 'beep'.
4. Remove, read, and clean it with alcohol.

Normal Temperature:

**Dogs: 100.2 – 102.8 degrees**

**Cats: 100.5 – 102.5 degrees**

#### CHECKING FOR DEHYDRATION:

1. Pull up on the skin at the base of the animal's neck, in the upper back area.
  - Typically, the skin should be elastic and 'snap back' into place within one or two seconds.
  - A delay in the 'snap' or the animal's skin feeling 'doughy' suggests dehydration.
  - Keep in mind that older animals are a bit more complicated to assess.
2. Check the animal's gums by lifting the animal's lip and pressing gently on the gums
  - A dry or sticky quality suggests dehydration.
  - They will turn pale and then, if normal, return to the pink color in a second or two. These one to two seconds is the "capillary refill time." If it takes more than two seconds for this to occur this means there is poor blood circulation and suggests dehydration.

### Disease Control

The incubation period (the time that an animal is harboring a virus without any signs of illness) for most viruses is 7-14 days so there is a possibility that although your foster animal may appear healthy and happy, it could be incubating a virus and become ill in your home. KHS cannot be responsible for your resident animals and you must accept the risk and responsibilities of any treatment at your own veterinarian and at your own expense. By confining your foster animals in a sanitizable space (no carpet, upholstery, or hardwood floors), you will help control possible contagious diseases.

Clean litter boxes, food/water bowls, and hard surfaces daily and fully disinfect weekly. Change out and launder bedding weekly with a bleach solution, or more frequently if soiled or if foster animals are sick. For puppies and dogs, poop scoop your yard diligently. Routinely wash your hands after holding your foster animals and if you have more than one litter, wear a smock or change your clothes in between interactions. Don't forget to scrub down and disinfect floors, counters, and walls in between foster animals!

#### CLEANING:

1. Remove organic material by wiping down with warm soapy water
2. Towel dry and let air dry completely before replacing bedding and reintroducing the animals

#### DISINFECTION:

3. Spray or wipe down cleaned surfaces with freshly-made one part bleach to 1/32 parts cold water (4 oz. per gallon)
4. Let sit for 10 minutes! This is important when fully disinfecting
5. Make sure everything is COMPLETELY DRY before replacing bedding or bringing home a new foster animal

## **Parvovirus (Dogs & Puppies Only)**

### **WHAT IS PARVOVIRUS?**

Canine parvovirus, “parvo”, is a virus that attacks the canine intestinal tract and sometimes the heart. It is one of the most resistant viruses and is able to withstand heat, cold, and most common disinfectants.

### **HOW IS IT TRANSMITTED?**

Parvo is transmitted through the feces and vomit of infected dogs and puppies. The virus can live in feces for about 2 weeks and can exist in the environment for months. Because it is so difficult to kill, the virus is easily transmitted by “fomites”: hands, clothing, or shoes of anyone who comes in contact with it.

### **WHAT ARE THE SIGNS?**

Signs appear 3-12 days after exposure. The initial signs of parvo include loss of appetite, vomiting, dehydration, lethargy, fever, malodorous gray or yellow colored feces, or diarrhea streaked with blood. Some dogs infected with the virus exhibit no symptoms and never become ill, while others show a few of these signs and recover quickly. Some others die 24-72 hours after first exhibiting symptoms.

### **HOW IS PARVO PREVENTED?**

The best way to help prevent dogs from getting parvo is vaccination and supervision; dogs allowed to roam are more likely to come be exposed. Shelters prevent outbreaks by vaccinating, disinfecting kennels with a product proven to kill viruses, carefully evaluating and monitoring all animals, minimizing “fomite” transmission, and educating staff and the public about the disease.

## **Panleukopenia (Cats & Kittens Only)**

### **WHAT IS PANLEUKOPENIA?**

Panleukopenia, “feline distemper” or “panleuk”, is a virus that infects rapidly dividing cells in cats. Panleuk is a relative of canine parvo, but is more difficult to remove from the environment and more lethal.

### **HOW IS IT TRANSMITTED?**

The virus is in all body secretions including feces, vomit, urine, saliva, and mucus of an infected cat. The virus can last up to three years indoors at room temperature and survives freezing. It also survives treatment with such common disinfectants as alcohol and iodine. Because it is so difficult to kill, the virus is easily transmitted by “fomites” such as the hands, clothing, or shoes of anyone who comes in contact with it.

### **WHAT ARE THE SIGNS?**

Signs of acute illness appear 2-10 days after exposure. Early signs include loss of appetite, severe apathy, pain in the abdomen, crying, and fever up to 105°F (40.5°C). Cats often vomit frothy, yellow-stained bile repeatedly. Diarrhea may appear early in the course of the disease, but frequently comes on later and are yellow or blood-streaked. In young kittens (and some older cats), the onset can be so sudden that death occurs before the caretaker realizes the kitten is ill.

### **HOW IS IT PREVENTED?**

The Panleukopenia virus is hardy; it can survive in carpets, cracks, and furnishings for up to three years. It is resistant to ordinary household disinfectants but can be destroyed using a fresh bleach solution of 1:32. Most cats are exposed to Panleukopenia sometime during their life, so vaccination is crucial.

## Shelter Breaks

Shelter Breaks are short periods of time (1-3 days) when approved volunteers can take animals out of KHS to relieve stress. Due to their knowledge of our current animal population and the needs of the animals in our care, the Director of Animal Welfare, Animal Care Coordinator, and Canine Coordinator are the only individuals eligible to approve Shelter Breaks. These animals are not part of our Foster Care Program. The following are guidelines for animals to receive a shelter break.

### ANIMALS ELIGIBLE:

These animals will be subject to recall at anytime. Only the individuals listed above can decide what animal needs a Shelter Break. No hold animals or stray animals can participate in this program. All animals must be current on vaccines and be signed in and out of the facility. Kittens and puppies are not eligible for shelter breaks. Animals on Stray hold, HOLD, ID HOLD or ACO HOLD, or being treated by vet services are also not eligible for shelter breaks.

### VOLUNTEERS ELIGIBLE:

Applicants must have at least 50 hrs of volunteer time or be an approved foster parent with at least 2 fostering experiences with the species in need. Applicants can only take one animal on a shelter break at a time and cannot currently have a foster animal in the home. Applicants must apply in person; 3<sup>rd</sup> party applications are not accepted.

### SHELTER BREAK PROCEDURE:

- Completely fill out Shelter Break form located in the Foster Office, Front Desk, or with the Animal Care or Canine Coordinators.
- When signed, the applicant acknowledges they are taking responsibility for the welfare of the animal they are taking into their home.
- Submit form to one of the above approvers; wait for application to be reviewed. If approved, place a shelter break sign on the animal's cage with the return date. The Shelter Break Form should be copied. The volunteer/staff member keeps the copy and the original is given to the FCC.

### GENERAL GUIDELINES FOR SHELTER BREAK PETS:

- A shelter break animal can only go to the approved applicant's home.
- Animals on shelter breaks cannot go to public areas such as dog parks, dog shopping stores, Petsmart etc.
- For safety/medical reasons shelter animals need to be separate from resident animals.
- Shelter break animals are also to only be advertised for adoption through KHS. Do not post on your personal social media pages.
- In the event of an emergency, contact the shelter immediately.
- KHS will not reimburse for any unauthorized medical bills or damage.

## Adoption and Promotion

There are many ways you can help your foster animal get adopted. The first and most important thing you can do is to keep good records about your animal. Keeping track of medical history, behavior, and specific likes and dislikes helps us place your foster animal in the most appropriate forever home. Foster families should write up summaries about their foster animals and can include photos, what the animal likes to do, and any other helpful information and send them to the FCC. The FCC can use these write-ups when the animal is ready to be placed for adoption. Please **DO NOT** post photos or write-ups about your foster animal on social media pages (Facebook, Twitter, etc) except for pages specifically designated for KHS foster animals because most foster animals are not available for adoption while in foster care. Feel free to “share” any information that KHS puts on social media but do not create your own wording and never speak for KHS as an organization on social media; only approved posts of adoptable animals should be shared.

If you are fostering an adult animal, please be prepared to be involved with community adoption events with your foster animal. These events give the animal the opportunity to get adopted off-site and bypass the kennel all together. Our Adoption Coordinator will help with the specifics regarding your participation in these events.

If a friend, family member, or neighbor wants to adopt your foster animal, contact your Mentor for the next steps. All paperwork must be completed, the animal must be altered, and the prospective adopter must go through a counsel with the animal and a KHS Adoption Counselor. We do not put animals on hold for prospective adopters, and you must make it clear that interest in adopting an animal doesn't guarantee approval by one of our trained Adoption Counselors.

Please note that regardless of your direct involvement with the placement of the animal in your foster care, **every moment that the animal is in your home is preparing them for a good life in their forever home.** Foster volunteers play a very special role in the process and without you, many animals would not have a second chance to live and love.

If you would like to be more hands-on in finding adopters or conducting counsels for adoptions, please contact the FCC about getting trained to be an Adoption Counselor.

It is understandable that you or your family might get attached to your foster pets, but please remember that you are preparing these animals to find their forever home and that they will be loved, wherever they end up. The first time fostering is usually the hardest to say goodbye but you'll be able to help so many more animals in need if you allow them to be adopted by someone else! If you and your family are absolutely sure you want to adopt your foster animal, consider the possibility of sudden illness or death and the adoption process before you make this lifetime commitment, and then contact the FCC for more information. You will still need to fill out an application, go through an adoption counsel with one of our staff members, and pay the fee.

**Thank you for saving the lives of animals in our community!  
We couldn't do it without you!**