**FSPCA Incoming/Outgoing Animal Protocol**

**Remember No-Kill Philosophy!**

**Behavior Guidelines:**

Sources of incoming animals include the ACO (strays, owner surrenders, court holds, bite holds), strays from members of the public, and private owner surrenders. The frequency of behavior evaluations will depend both on the source of the animal and the animal’s previous evaluation outcomes. The decision to euthanize an animal will be made collectively by three members of FSPCA management and/or a Veterinarian, currently the Shelter Manager, Shift Manager and the Animal Medical Care.

**ACO/Public strays and ACO owner surrenders will follow the general evaluation procedure:**

* The animal will receive an evaluation upon intake and again once the animal has been given time to decompress.
* If the evaluator discovers a concerning behavior in an animal, then the animal will be evaluated every two weeks until deemed safe.
* If a dog cannot be consistently and safely touched by staff for basic care and evaluation, then they will be euthanized at the end of their stray hold.
* If a cat cannot be consistently and safely handled by staff after two weeks of being in the shelter, then it will be euthanized. Cats that are simply difficult to handle will be added to the list of possible barn cats.

ACO Court Hold animals will be held until the court determines the animals’ outcomes. If the animals’ custodies are given to the FSPCA, then they will also follow the general evaluation procedure, starting on the shelter’s first day of ownership.

ACO Bite Holds will be euthanized after their bite hold ends, unless otherwise stated by the ACO.

Private Owner Surrenders will be initially evaluated during their Owner Surrender Appointment. Animals with sound behavior and medical histories will be accepted. Private Owner Surrender acceptance must be approved by a manager.

**Medical Guidelines:**

Decisions made regarding medical treatment will use veterinary advice on long-term health and adoptability as well as immediate and/or long-term medical costs as determining factors.

Animals with significant medical conditions will be examined by a veterinarian and evaluated by staff at least bi-weekly (depending on the medical condition) in order to aid FSPCA management in their decision-making process. Such animals will be spayed/neutered once a veterinarian has deemed the animal healthy and FSPCA management has deemed the animal adoptable.

Animal Cost over Time Formula

Y = mx+b

Y= total basic cost

X= months in shelter

B= 125 cat/kitten, 170 dog, 220 puppy

M= 115 (staff, electricity, etc)