



SOUTHAMPTON COUNTY HUMANE SOCIETY

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ANIMAL INTAKE POLICY

PURPOSE: To establish a policy concerning the acceptance of companion animals into the Southampton County Humane Society (SCHS).

BACKGROUND: SCHS is a home-based rescue organization, committed to finding placement for animals in Southampton County who have been processed by Southampton County Animal Control Department as a stray or as an owner-surrender, and who may be at risk for euthanasia due to space unavailability.

PRIORITIES: Our intake prioritization policy is as follows:

- Transfer eligible animals from our local county shelter who were owner-surrendered;
- Transfer eligible animals from our local county shelter whose stray hold is completed;
- Accept owner-surrendered animals from Southampton County residents;
- Assist our partner rescue organizations with regional transfers and/or transports of adoptable animals who are eligible for placement.

PROCEDURES:

I. Reporting stray or endangered animals to Animal Control

- A. If contacted by a member of the public about the location of a stray animal, we inform the finder that all stray animals must be reported to Animal Control.
- B. If contacted by members of the public about an endangered animal, we ask residents to report the location and condition of the animal to Animal Control.

II. Coordinating veterinary care for impounded animals

- A. If an impounded animal appears to be injured or ill, SCHS will work with Animal Control to arrange immediate veterinary care. SCHS will pay for medication and/or treatment for urgent medical issues, in cases where Animal Control is unable or unwilling to provide medical care.
- B. Once a stray animal's legally-required stray hold is completed, SCHS will coordinate veterinary care to arrange for spay/neuter surgery (if appropriate), rabies immunization and other inoculations, testing for the presence of heartworms and other parasites, weight, age, and overall health status.

III. Accepting animals into our care and coordinating placement

- A. Once an impounded animal is eligible for adoption, SCHS makes all best efforts to photograph the animal, gather information about the animal's weight, age, and overall health, and when possible, temperament test the animal for issues such as food guarding, aggression toward other animals, and anxiety.
- B. Animals that have been deemed vicious by Animal Control are considered ineligible for adoption and are not allowed to be transferred to SCHS.
- C. SCHS posts information about eligible animals on our website and social media channels.
- D. SCHS contacts rescue organizations to coordinate placement, where available. SCHS gathers health, temperament, size, and age requirements from rescue organizations and recommends placement of animals who meet their criteria.

IV. Transferring animals to partner rescue organizations

- A. SCHS coordinates transportation schedules, routes and volunteer personnel to ensure a safe and timely transfer of the animal from Animal Control to the partner rescue organization. SCHS screens volunteer transporter personnel to ensure all drivers are legally eligible and personally responsible to transport.
- B. If a transfer requires a lay-over, or if the animal must be removed from the Animal Control shelter immediately to prevent euthanasia based on space unavailable, then SCHS may coordinate short-term foster care for the animal.
- C. SCHS Officers will monitor the transfer and request photographs to ensure a safe transfer experience. Transporters are required to crate or tether all animals in their care.
- D. Transfer chain-of-custody forms are completed by SCHS volunteers and given to partner rescue organizations upon acceptance of the animal at their facility. A digital photocopy of the signed transfer form is saved in SCHS records and all legally required data about the animal and the receiving agency are recorded.

V. Adoption services provided by SCHS

- A. Anyone adopting an animal through SCHS must complete an adoption application. SCHS reserves the right to deny any application. Adopters must agree to comply with all adequate care definitions, as described in Virginia Code §3.2-6500.
- B. If the animal is not already spayed or neutered, an adopter must agree to have the animal sterilized within 30 days of adoption. SCHS will follow up with the adopter to ensure that sterilization has been completed, unless there is a medical reason not to. SCHS assists with coordinating low-cost medical care and spay/neuter surgeries.

VI. Euthanasia

- A. SCHS does not offer or provide euthanasia. We only coordinate euthanasia, when advised by a veterinarian, as medically in the best interest of the animal. SCHS makes every effort to place animals diagnosed as terminal in hospice care.
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