



## **Transfer Partner Application**

Thank you for your interest in becoming a Rescue Partner (“Receiving Agency”) with Fort Worth Animal Care and Control (“FWACC”)! FWACC is the City of Fort Worth’s (“City”) only municipal open-admission animal shelter with more than 18,000 pets that pass through our doors annually. We have two shelter locations that house over 600 animals and are almost always operating at capacity. The rescue transfer program allows FWACC to transfer animals to partnering organizations who are able to care for and place animals that FWACC may not have the allocated resources or space to care for. We look forward to developing a lifesaving partnership with your organization in the near future. Please let us know any feedback you may have.

### **Requirements of becoming a Rescue Partner**

- Receiving Agency must be a 501 (c)(3) or be a municipal agency dealing with municipal shelters for a minimum of 6 months.
- Receiving Agency is seeking to adopt out, humanely euthanize, provide end of life care, or offer sanctuary placement to the animals that the City of Fort Worth is transferring to the Receiving Agency.
- The City wishes to create a good working relationship with all its Receiving Agencies and so the City asks that the Receiving Agency treat all volunteers, staff, partners, animals, property and the City of Fort Worth with respect and professionalism. As a participant in the program, the Receiving Agency takes full responsibility of the actions of their fosters, volunteers and representatives. It is expected that all Receiving Agencies refrain from the use of both physical and verbal violent behavior towards City staff, which includes but is not limited to the following:
  - a. Threatening or abusive language, profanity, or is intended to be perceived by others to be demeaning, berating, rude or offensive;
  - b. Shouting/Yelling/Raising of voices in a way that intimidates others;
  - c. Use of racial or ethnic slurs, making inappropriate jokes or using insults regarding someone's personal characteristics;
  - d. Teasing, name calling, ridiculing or making someone the subject of practical jokes;
  - e. Sarcasm or cynicism as a personal attack on others;
  - f. Spreading unsubstantiated rumors or gossip; and
  - g. Engaging in any pattern of disruptive behavior or interaction that could interfere with FWACC's mission and/or goals or adversely impact the quality of services.

- In the event that FWACC receives a valid complaint against any of the Receiving Agency organizations' temporary homes or facilities, the Receiving Agency organization agrees to assist FWACC in every way possible to rectify the situation immediately.
- Receiving Agencies agree and understand that during the investigation of a complaint, this may include a temporary pause in the Receiving Agency's ability to pull additional animals until the investigation process has been completed.
- All receiving Agencies found to circumvent or be dishonest during the course of the investigation may result in partnership termination.
- Receiving Agencies must have a veterinarian they use for treatments of their animals. Upon request, all Receiving Agencies agree to provide the City with all veterinarian information and records concerning the frequency of which the Receiving Agency seeks medical treatments for rescued animals.
- Animals in need of immediate medical attention must be enroute to a vet facility upon departure of the shelter. Failure to complete this or provide proof of medical attention may result in partnership termination.
- Receiving Agencies must maintain their facilities and foster homes in a clean and sanitary condition and should adhere to the following minimum conditions:
  - h. The facility must be sound and maintained in good repair in order to protect the animals from injury, contain them and prevent transmission of diseases;
  - i. The facility must have electricity and potable water;
  - j. The facility must have provisions for the removal and disposal of all animal and food waste. The excreta must be removed often enough to prevent contamination of the animal, at least once per day;
  - k. The facility must be operated in a manner that minimizes vermin infestations, odors and disease hazards;
  - l. Sick or injured animals must be separated from healthy ones;
  - m. The animals must be protected from cold, hot and inclement weather and direct effects of wind, rain and snow;
  - n. The primary enclosures must enable the animal to remain dry and clean and protect the animal's feet and legs from injury;
  - o. The cages and kennels must provide enough space for each animal to be in a comfortable position, including standing or lying down;
  - p. All animals must be feed at least once per day and have access to fresh water twice per day for at least an hour.
- Receiving Agencies must understand that FWACC is an open-door shelter and must euthanize animals when deemed necessary. The rescue group will respect FWACC for accepting their responsibilities in this area and will abide by FWACC policies regarding this matter.
- Receiving Agencies must understand that we strongly encourage that any complaints or concerns regarding FWACC staff or animals be addressed with a FWACC Superintendent or the Outbound Supervisor. This will allow for an expedited resolution and up-to-date communications about FWACC's Policy.

- Receiving Agencies must understand that FWACC has the final decision in whether or not an animal is to be placed.
- Receiving Agencies must understand that all animals tagged for rescue must be picked up within 24 hours. Any exceptions must have the approval of a supervisor or superintendent. Tagged animals not picked up within 24 hours without prior arrangements are not guaranteed to be available at time of pick up and may be released to another person or agency.
- Receiving Agencies must understand that all tags must be submitted to the shelter via email to [FWACCTag@fortworthtexas.gov](mailto:FWACCTag@fortworthtexas.gov).

### **Animal Selection**

- All animals will be spayed/neutered, or otherwise discussed with the receiving organization;
- All animals shall be microchipped;
- Age appropriate vaccinations shall be up to date (Intranasal Bordetella, DAPPV, Rabies)
- Each animal shall be given a general dewormer, and fecal test if symptomatic (and treatment, if positive);
- Each animal shall be up to date on heartworm preventative and flea/tick preventative
- A visual exam shall be conducted to document any injury or illness (including but not limited to: bite wounds, open sores, ocular or nasal discharge, coughing, diarrhea, dermatitis, spay/neuter incision site, lethargy);
- All animals 6 months of age or older shall have a heartworm test and be current on heartworm preventative. Heartworm status will be disclosed.
- Any noted behavior concerns will be discussed with the receiving organization prior to transfer.
- Registered rescue partners will be allowed access to the shelter to screen animals for rescue by appointment. Rescue partners will enter the facility through the designated area and must check in with the on-duty Rescue Coordinator prior to entering the kennel areas.

***Please fill out the information below:***

Rescue Organization Name: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Responsible Party Name: \_\_\_\_\_ Title: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website: \_\_\_\_\_

Alternate Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

Email Address (if different from above): \_\_\_\_\_

Mailing Address (if different from above): \_\_\_\_\_

City: \_\_\_\_\_, State: \_\_\_\_\_, Zip: \_\_\_\_\_

Are you a registered shelter with your state?  No  Yes

Are you a 501©3 Non-Profit Organization?  No  Yes

EIN number: \_\_\_\_\_

What types of animals are you looking to accept (breed, size, age, species) into your adoption program?

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How are animals housed within your organization (foster homes, brick and mortar indoor kennels, brick and mortar outdoor kennels, boarding, TNR)?

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Approximately, how many animals does your organization care for at one time?

- Over 50+ animals
- 31-50 animals
- 16-30 animals
- 1-15 animals

What is your main platform for adoptions (off site events, in shelter, foster based, etc.)?

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Unless otherwise accepted by you, all animals arriving on transport are spayed or neutered. Do you alter all animals adopted out through your organization prior to adoption?  Yes  No

If "No" Please Explain:

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Do you have a foster program?  Yes  No

Are foster homes given a maximum number of animals they can foster?  Yes Qty: \_\_\_\_\_  No

Are foster homes screened/inspected?  Yes  No If yes, how often? \_\_\_\_\_

Please list at least 3 municipal shelters/humane societies that you work with:

Reference #1

Group Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Reference #2

Group Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Reference #3

Group Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Email Address \_\_\_\_\_

Phone Number \_\_\_\_\_

Each Rescue Partner organization must have a veterinarian they use for treatments of their animals. Please provide the Fort Worth Animal Care and Control all veterinarian contact information of which the Receiving Agency seeks medical treatments for rescued animals. The veterinary may be used to verify the frequency rescue seeks medical treatments for the animals transferred to the receiving agency. It is strongly recommended that each animal transferred is seen by their veterinarian for evaluation and treatment within 48 hours.

Veterinary Clinic Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_

Please list who is authorized to tag animals for your organization. Only tags from authorized members will be honored. A formal request must be submitted to add or remove members. We do not accept third party communication/tags.

|               |                        |
|---------------|------------------------|
| 1. Name _____ | Membership Role: _____ |
| Address _____ | Phone Number _____     |
| 2. Name _____ | Membership Role: _____ |
| Address _____ | Phone Number _____     |
| 3. Name _____ | Membership Role: _____ |
| Address _____ | Phone Number _____     |
| 4. Name _____ | Membership Role: _____ |
| Address _____ | Phone Number _____     |
| 5. Name _____ | Membership Role: _____ |
| Address _____ | Phone Number _____     |
| 6. Name _____ | Membership Role: _____ |
| Address _____ | Phone Number _____     |
| 7. Name _____ | Membership Role: _____ |
| Address _____ | Phone Number _____     |

### **CIRDC and Contagious Diseases**

The Dallas-Fort Worth Metroplex has seen high numbers of specific illnesses in the dog population, including Canine Infectious Respiratory Disease Complex (CIRDC) and canine parvovirus. These two issues are particularly impacting stray dogs and pets who have never been vaccinated or did not receive all their vaccines. Many of these animals are coming into community shelters. Due to the unknown history of stray animals, and oftentimes limited information provided with pets surrendered by their owners, shelter staff are unable to determine which animals may be carrying these diseases or which may have immunity or natural protection against these diseases.

FWACC has procedures in place to ensure incoming animals are vaccinated against CIRDC and parvovirus immediately on arrival to the shelters. However, it is possible for animals who are infected but not yet showing symptoms of those illnesses to enter the shelter system. In those cases, receiving the vaccine does not protect them from becoming sick and developing symptoms of CIRDC or parvovirus. These infected animals may appear completely healthy for days to weeks before developing symptoms, or may never have symptoms at all, but could be spreading the disease during this time. This may result in inadvertent exposure of other animals in the shelter until that infected animal begins showing symptoms and is isolated to protect others.

FWACC wants to make our partners aware that we cannot guarantee the health of the pets in our care. We employ veterinarians and veterinary technicians to provide care to sick and injured animals, but we are not a full-service veterinary clinic, and therefore have limited diagnostic and treatment capabilities. We make every effort to ensure that your adopted pet is healthy, including providing examinations, vaccinations, deworming, heartworm testing, heartworm and flea/tick preventions, and spay/neuter surgeries for adopted pets. FWACC has a strict policy of disclosing any known medical issues prior to completing transfers or adoptions. Animals with medical issues will have a waiver in their record that details our concerns as well as our limitations in diagnosing and treating those problems, and recommendations to pursue further care with your primary veterinarian if applicable.

Keeping our animals healthy is especially challenging due to the large numbers of incoming dogs, constantly changing animal population, and limitations associated with the capacity, design, and staffing of our shelter. We are committed to providing the best care possible to Fort Worth animals and transparency to our partners/citizens. To this end, we are providing this information to all adopters/partners so they may make informed decisions considering the diseases present in our area.

### **About Canine Infectious Respiratory Disease Complex (CIRDC)**

CIRDC is an umbrella term for contagious respiratory infections in dogs, commonly called “kennel cough” due to its association with dogs living in group settings like boarding kennels and animal shelters. There are several viruses and bacteria that are part of this complex, including canine distemper, canine influenza, canine parainfluenza, canine adenovirus, canine herpesvirus, bordetella, and *Streptococcus equi* ssp. *zooepidemicus* (known as strep zoo), and *mycoplasma* spp. among many others. Some of these infections are mild, causing cold-like symptoms including coughing, sneezing, and discharge from the nose and eyes. Others are more serious and can progress to pneumonia and may be fatal in certain circumstances. Most of these viruses and bacteria primarily impact the upper airways and lungs, though some can affect other body systems (distemper being the prime example). It is impossible to determine the underlying cause of CIRDC symptoms without special testing, and testing every dog is impractical and costly in the shelter setting.

### **About Canine Parvovirus**

Parvovirus (parvo) is a viral infection that primarily affects the gastrointestinal system (stomach and intestines) of dogs. Vomiting, diarrhea, poor appetite, and dehydration are the most common symptoms. Parvovirus weakens the immune system and causes the sick dog to become extremely susceptible to other infections also. Vaccination is the best way to protect dogs from contracting parvovirus, though young puppies may not be able to respond to the vaccine sufficiently to keep them from getting sick. Appropriate cleaning and disinfection are very important to reduce the likelihood that

dogs are exposed to the virus. Parvo is spread from dog to dog via feces and the virus can survive for months to years on surfaces and objects if not appropriately cleaned. Disinfecting places with surfaces like grass, soil and concrete is impossible, so keeping puppies and under- or unvaccinated adult dogs separated from other dogs and out of public places until they are fully vaccinated is essential to keeping them safe and healthy.

### **Recommendations for Adopters/Transfer Partners**

Adopters/Partners who will have other dogs that may come in contact, please ensure all dogs are up to date on their vaccinations, including distemper, parvovirus, influenza and rabies. The distemper and parvovirus vaccine may be listed on your dog's medical record as DA2PP, DAPP, or DHPP. If you are not sure if all dogs have been appropriately vaccinated, we recommend that you consult your primary veterinarian prior to adoption.

Those with puppies in the home should consider temporarily postponing the addition of a new dog. For the health of your puppy/puppies, they should have completed their initial vaccination series as instructed by your personal veterinarian before introducing any new dogs. Puppies are especially at risk with both CIRDC and parvovirus, and we want to make sure your pets are protected prior to introduction.

It is recommended that you should schedule a wellness appointment with their primary veterinarian to have their new pet evaluated.

Newly rescued dogs and puppies should not be taken to public places with high dog traffic such as dog parks, dog friendly restaurants, stores, and other dog friendly attractions until they are fully vaccinated as determined by your primary veterinarian. This is to protect your new dog as well as keep other pets in the community safe.

FWACC is unable to provide ongoing medical care or financial support for adopted/transferred pets. If you have any concerns regarding your new dog or puppy's health after adoption, please seek veterinary care at your primary veterinarian as soon as possible.

**The signature below indicates that the potential Receiving Agency has read, understands, certifies that the information stated in this Application is true and correct and that the person signing on behalf of the Receiving Agency is authorized to bind and sign for the Receiving Agency.**

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Signature of Duly Authorized Representative

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Date

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Printed Name and Title

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Name of Organization – Receiving Agency