

Sojourner Center is committed to creating a secure environment where every tail wags with joy. These guidelines are essential to protect the well-being of the pets and staff, while fostering a positive and responsible pet ownership culture within the community.

1. **Vaccinations:** You are required to provide proof of current vaccines within 7-10 days of arrival.

The following outlines steps to occur:

- a) **Participant Reports Previous Vaccinations without Records:** If a participant is unable to provide vaccine records, but states the animal has previously been vaccinated: The information will be provided to the vet to make a determination on next steps to ensure safety of pet and community.
- b) **Outdated Vaccination Record:** If the participant provides a vaccination record and the vet determines the vaccines are outdated, the participant must coordinate with staff to have their pet vaccinated.

Sojourner Center will cover the cost of vaccines and provide transportation to and from the vet as needed. The participant understands that failure to have the animal vaccinated in this timeframe may result in discontinuation of the animal's participation in the program.

**Vaccines are administered as follows:**

- **Dogs:** Bordetella (Kennel cough), Rabies, K-9 DAPPv vaccine (K9 combo)
- **Cats:** Feline HCP (feline combo), Feline Leukemia, Rabies, blood draw to test for FIV (feline immunodeficiency virus)

2. **ADA Guidelines on Service Animals ([ada.gov](https://www.ada.gov)):**

- The ADA does not require covered entities to modify policies, practices, or procedures if it would “fundamentally alter” the nature of goods, services, programs, or activities provided to the public.
- The ADA requires that service animals be under control of the handler at all times.
- If a service animal is out of control and the handler does not take effective action to control it, staff may request that the animal be removed from the premises.

3. **Quarantine Measures:** All dogs should be in the designated quarantine yard for their first 10 days to monitor for contagious diseases. After this period, dogs may use any yard for bathroom breaks.

4. **Behavioral Assessment:** All dogs must be evaluated by our Animal Behaviorist and deemed safe for communal living to remain in program.

5. **Daycare Timings:** Enrolled dogs can be dropped off no earlier than 6:00 am. If you haven't collected your dog by 5:15 pm, our staff will contact you for pick up. If we are unable to reach you, staff will crate your dog in your room. Daycare services conclude at 5:30 pm.
6. **Daycare Drop-offs:** If dropping your dog off for daycare and no staff is present, secure your dog in their designated kennel. Always check for water availability.
7. **Shelter Duration:** While dogs can be in the shelter for daycare during the day, they should return to their families at night. Ensure your pet's living space remains clean for their safety.
8. **Extended Absences:** If you'll be away for more than a day, secure alternate care for your dog. Transferring responsibility to other participants isn't permitted. Contact our staff for assistance. Note: Staff is unavailable on weekends, so weekend care is your responsibility.
9. **Interaction:** We encourage you to frequently spend quality time with your pets. Use our safe, comfortable common areas and play yards for this purpose. However, children under 18 must always be supervised by an adult within the shelter and park areas. Please ensure you remain with your pet in the play yards.
10. **Access Code:** Keep the shelter gate code confidential. Do not share it with children below 18 or those without pets.
11. **Cleanliness:** Owners are expected to clean up after their pets. This applies to all areas, both inside and outside the shelter. Special waste bins and poop bags are provided for convenience.
12. **Pet Control:** Always keep your dog on a leash outside your room. Retractable leashes are prohibited. If dogs are left unattended, they must be crated. If you need help with crate training, our staff is available to assist.
13. **Staff Control:** For the safety of all on campus, animals in program must be handleable by all staff to comply with room checks, evacuations, and transportation assistance needs.
14. **Safety Distances:** Maintain at least a 10-foot distance between your dog, other pets, and people.
15. **Common Area Etiquette:** Kindly clean up after spending time with your pet in common areas. Avoid bringing outside food into the pet park.

16. **Pet Park Usage:** Animal waste must be picked up and thrown away in designated trash cans. Used toys must be placed in the “dirty toys” bin. Dogs cannot roam freely in the pet park unattended. Please do not put your dog in a yard with another dog that is not part of your family.
17. **Pet Room Patios:** Patios should remain trash-free and kept tidy. Dogs are allowed on the back patio so long as the owner is in the room. Dogs are not allowed to be left alone on the patio during summer months. Padlocks are prohibited on the patio gates.
18. **Behavioral Expectations:** Any pet that threatens the safety of others, disrupts services, or creates unsanitary conditions might be asked to leave.
19. **Dog Bites and Aggression:**
  - a) **Reporting and Consequences:** Any incident of a dog biting a person or another animal must be immediately reported to the Pet Companion Shelter staff and subsequently disclosed to the appropriate county authorities. If a dog exhibits aggressive behavior or bites someone, the dog will not be permitted to continue in the program for the safety of all participants and their pets.
  - b) **Liability:** Owners are responsible for any harm or damage caused by their dog. Any medical or repair costs resulting from a bite or other aggressive action by a dog will be borne by the dog's owner.
20. **Porch Use:** During high temperature months, please do not leave your dog outside on your porch for their safety. Please do not smoke on your porch or in the dog park. Please utilize the designated smoking area on campus.

By signing below, I acknowledge that I read and understand the above agreements. I recognize that not following these guidelines could impact my ability to use shared pet spaces and access Pet Companion Services.

**Participant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Staff Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_