

WHEATENS IN NEED

Rescue Organization

WIN

WIN Rescue Procedures-Owner Surrender

I. Accepting a Dog into the WIN Program

A. Question the owner as to the reason they want to surrender their Wheaten.

1. Has the dog ever bitten anyone?
 - a. If so, who was bitten?
 - b. If a child was bitten, age of child and whether the bite took place while unsupervised?
 - c. Was the child a stranger to the dog or did the child live in the home with the dog.
2. Why did the dog bite?
3. What kind of bite (i.e.) did it require stitches, was it reported to authorities.
4. How many times has the dog bitten?
5. If it is determined that the dog has seriously bitten and did not simply “puppy mouth”, then WIN cannot take the dog. If not, then continue as follows:
5. Does the dog have any medical problems?
6. Is the dog housetrained?
7. Has the dog had obedience training? Method used – clicker, lure/reward, choker chain? If so, who or what training school did the training.
8. Does the dog get along with other dogs, children, cats, etc?
9. Is the dog crate trained (the crate should come with the dog or request an \$80 fee so that WIN can purchase a crate for the dog). Do not let this prevent the dog being taken into the WIN program.

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B. Medical Information

1. Require copies of complete vet records with the dog being current on all vaccinations. Rabies certificate and rabies tags must accompany dog.
2. Date of last heartworm and/or flea/tick preventative (If no heartworm preventative has been given, WIN must have a heartworm test performed)

C. Transfer Dog into Foster Home - arrange a convenient meeting place to transfer the dog.

1. WIN Transfer Agreement filled out and signed by the surrendering owner.
2. WIN Behavioral Survey filled out and signed by the surrendering owner.
3. AKC papers if available but not necessary.
4. Medical Information as stated above in I-B-1 & 2
5. Crate or \$80 fee as stated above in I-A-9
6. Food, medications, and anything else that the surrendering owner wishes to pass along.

II. Procedure While In Foster Home

A. Visit a local vet as soon as possible for a thorough examination, unless you feel that the dog has been properly cared for and does not need a vet exam. Make sure the dog does not have something that could be detrimental to your dogs. *Be sure to tell the vet that this is a rescue dog (most vets will give rescue groups a cost break).

1. Check vet records to be sure that the dog is current on its vaccinations. (WIN does not vaccinate for Lyme or Lepto)

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2. Fecal exam
 3. Check ears (normally the ears are plugged up with hair and gunk and infected)
 4. Check teeth (usually on an older dog we have the teeth cleaned, but this is not done on this initial visit)
 5. Check nails (normally they are what I call “bird” nails and need to be cut)
 6. Heartworm test - if negative purchase the once a month Sentinel (**give one and pass balance of the 6 pack along with a prorated cost of the balance to the adoptive home**) –understand this varies from region to region.
 7. If the dog is intact, spaying/neutering will be done after it is determined the dog has a good temperament.
 8. If possible, have the dog micro-chipped. (WIN will be listed as “alternate contact” and **the cost for the implant and registering will be passed on to the new owners.**
- B. More often than not, the rescue Wheatens coat will be a mess. ****Do what you must to get the dog clean and presentable. We all know that the coat will grow back!**
- C. Fostering allows the WIN volunteer to make a temperament evaluation of the dog.
1. There is what we call a “honeymoon” period for a rescue dog going into a new environment. This is a period of “best behavior”!! Give the rescue dog as much freedom as possible to play with your dogs. Watch for aggression or dominance issues. Never leave the rescue dog unsupervised—always crate when you are away. Also never allow the rescue dog outside of a fenced area without being on lead.
 2. Always feed the rescue dog in his/her crate. If necessary, slowly change the dog over to a healthy food.
 3. Expose the rescue dog to as many of “life’s pleasures” as possible. (cats, other dogs, children, car rides) But Don’t Push!!

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4. Basically, care for the rescue dog as you care for your own, but be cautious until you get to know him/her.
5. Health and Temperament Evaluation records must be kept on file.

III. Procedure for Placement

- A. Adoptions Applications are filled out by potential adopters where they are filed on the WIN website by State. You may need your WIN coordinator to give you access to the files.
- B. When the foster person feels the dog is ready to be placed, the Behavioral Observation Survey is filled out. (This will show what kind of home is needed for the dog.) Normally, a dog is fostered for a minimum of 2 weeks, but this can be as long as the foster person feels is necessary.
- C. The Adoption Applications closest to where the dog is being fostered are looked at and sent an email or called to see if they are still interested. This process continues until a suitable home is found for the dog.
 1. The foster person contacts the potential adopter and arranges a visit with the dog or emails photos if the potential adopted it to far away for a visit.
 2. If a visit is not possible but both parties are comfortable with the adoption, the transfer may proceed pending a home visit if possible.
 - a. The WIN Placement Agreement (found on the WIN website) is filled out and signed by the adoptive person.
 - b. The WIN Conditions of Adoption (found on the WIN website) is filled out signed by the adoptive person.
 - c. Adoption Fee is collected. Fee schedule found on the WIN website.
 - d. Other costs (i.e.). micro-chip, medications are collected at this time.
 - e. The adoptive family will bring with them a collar tag with their home telephone number.

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- f. WIN tries to furnish a Lupine Martingale collar and lead for every rescue—
contact your WIN coordinator for that collar and lead.
- D. The WIN Rescue Wheaten goes to a “Forever Home”
1. Copy of the Behavioral Observation Survey is given to the new owners.
 2. Copy of the WIN Placement Agreement is given to the new owners.
 3. Copy of the WIN Conditions of Adoption is given to the new owners.
 4. Copy of the current health records is given to the new owners.
 5. Crate (if it came with the dog) **If WIN purchased a crate for the dog the cost of the crate is passed on to the new owners. All WIN dogs are to be placed with a “plastic” crate unless they come with a wire crate. Talk to me about exceptions, please.**
 6. Dog’s food, bowls, toys, leashes and bed are passed on to the new owners.
 7. Medications (If heartworm preventative was purchased by WIN—the cost for the balance is passed on to the new owners.
 8. The micro-chip ID Tag and a copy of the micro-chip form.
- E. Adoption Completed-- Adoption Packed is sent to Gwen Arthur for WIN records.
1. Transfer Agreement & Behavioral Survey that was filled out by the owner.
 2. Health Records
 3. Placement Agreement
 4. Conditions of Adoption
 5. Micro chip form to be filed with AKC Animal Recovery
 6. Adoption Fee plus cost for Micro-chip implant and filing fee payable to WIN

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7. Behavioral Observation Survey
 - F. The Foster person should submit Expense Account (found on the WIN website) with copies of vet records etc. to Gwen Arthur for reimbursement, unless the vet bills were paid by Gwen at the time of service.
 - G. Photographs and a short story about the Placement may be sent to Rob Horgan for the WIN website.
- Please manage the medical costs. While getting the necessary procedures, do not give your vet a “blank” check. Call around to other vets to be sure your vet’s costs are normal for your area. If you can, have the vet’s office call me for a WIN credit card. This way, you will not have to wait for a reimbursement.
- If possible, please bathe and groom the dog yourself. If you cannot, WIN will reimburse you for the grooming expenses, but please make sure your groomer is reasonable. WIN dog should leave us freshly bathed and groomed.