



DEPARTMENT OF
**ANIMAL
SERVICES**

3516 Newburg Road
Louisville, Kentucky 40215

Phone: (502) 473-7387

Fax: (502) 473-2634

Email: MASFoster@louisvilleky.gov

Web site: louisvilleky.gov/AnimalServices

REGISTERED FOSTERER APPLICATION

The purpose of the Foster Application and registration process is to determine the qualifications and suitability of individuals to become Registered Fosterers with Metro Animal Services (MAS). Please complete this application with care because the information you provide, under the guidelines of the MAS Foster Policy, will help us determine whether you are eligible to register as a Fosterer with MAS. Incomplete applications will be rejected. Applications submitted with false information will be disqualified. Any one who intentionally submits false information will be permanently barred from the MAS Foster Registration Book. Every applicant must comply with the MAS Foster Policy. Every applicant may be subject to become a MAS volunteer and specific training.

DATE _____ EMAIL ADDRESS _____

NAME _____ DATE OF BIRTH _____

NAME OF HUMANE or RESCUE ORGANIZATION _____

ADDRESS _____ CITY _____ ZIP _____

MAILING ADDRESS _____ CITY _____ ZIP _____

PHONE (HOME) _____ (WORK) _____ (CELLULAR) _____

DRIVER'S LICENCE NUMBER _____ STATE _____

(Copy of the Driver's License is mandatory)

*******Please answer the questions with gray shading. All other questions will be completed with an Adoption Coordinator or designee.**

1. Have you read and do you fully understand the contents and each article of the MAS Foster Manual (attached)?

YES _____ NO _____ (If not please obtain clarification before continuing)

2. Why do you want to become a Registered Fosterer with the MAS?

BREED (KIND)					YES	NO	V: Yes No ?
							L: Yes No ?

6. If you own an unaltered pet, what is the reason for not having your pet sterilized?

7. Are the members of your household aware of your intention to foster pets in your home? Do they approve?

8. List the number and ages of children living in your household: _____

9. Is anyone in your household allergic to animals and if so how will you handle this?

10. Will the pet be kept (circle) INDOORS or OUTDOORS? If OUTDOORS, describe the environment and shelter you will provide.

18. What is usually wrong when an infant will not eat? _____

19. Can you explain manual stimulation? _____

20. Have you ever cared for sick or injured animals before? YES _____ NO _____
If no go directly to question 22

•In what capacity? _____

•Have you ever: Provided medical care or treatment for sick/injured animals? YES _____ NO _____

If yes, specify exactly what type of treatment and how you treated the animal:

Administered shots or taken blood? YES _____ NO _____

Prepared a pet to isolate it? YES _____ NO _____

21. Have you ever administered medication to animals before? YES _____ NO _____

•(Circle all that you have administered) PILLS SUSPENSIONS FLUIDS SPRAYS OTHER

22. Which veterinarian do you use?

23. If you are approved to foster an infant and/or a medically not adoptable animal, will it be able to accompany you to work/school? YES _____ NO _____ N/A _____

24. Will you need financial assistance to care for your foster? _____

25. If you find that your foster situation is not working out, for whatever reason, do you agree to return your foster to the MAS as soon as possible? YES _____ NO _____

.....

26. Have you ever applied to be a foster for MAS or any other animal group in the past?

YES _____ NO _____

***THIS SECTION IS TO BE COMPLETED BY THE ADOPTION COORDINATOR AND APPROVED BY ONE MEMBER OF THE MAS MANAGEMENT TEAM**

NAME OF APPLICANT _____ DATE _____

PERSON ID #: P _____

APPLICANT INTERVIEWED BY and/or APPLICATION REVIEWED BY:

_____ DATE _____

_____ DATE _____

_____ DATE _____

COMMENTS _____

APPLICATION APPROVED _____

APPLICATION DENIED _____

APPLICANT IS APPROVED TO FOSTER THE FOLLOWING TYPES OF ANIMALS ONLY:

ADOPTABLE _____ INFANT _____ MEDICALLY NOT ADOPTABLE _____

BEHAVIORAL ISSUES _____ OTHER: _____

ADOPTION COORDINATOR

DATE

MEMBER OF THE MANAGEMENT TEAM

DATE



DEPARTMENT OF
**ANIMAL
SERVICES**

Intake and Vet Facility Animal House Adoptions

3705 Manslick Rd

3516 Newburg Rd

Louisville, KY 40218

Louisville, KY 40215

Phone: 502-361-1318

Phone: 502-473-7387

Fax: 502-361-3948

Fax: 502-473-2634

Website: louisvilleky.gov/animalservices

Email: MASFoster@louisvilleky.gov

Foster Care Application

Thanks for your interest in the LMAS Foster Care Program! Please answer the questions below. All fields are required.

Name: _____ Home Phone: _____

Address: _____ Apt # _____ Alternate Phone: _____

City: _____ State: _____ Zip: _____

Driver's License #: _____ Issuing State: _____ Date of Birth: _____

Email: _____

Do You: ☐ Own ☐ Rent ☐ Live With Family

☐ House ☐ Apartment ☐ Condo ☐ Duplex ☐ Mobile Home

Landlord/Management Company: _____ Phone: _____

Family Member Who Owns The Home: _____ Phone: _____

Have you talked to your landlord about having a pet? _____

Are there children under 10 years old that live in the home or visit frequently? _____ If so, what ages? _____

Is anyone in the household allergic to pets? _____

Please list any animals currently living at your residence. Please check here if you have more than these grids can accommodate ☐

Name and breed of pet	Age	Spayed or Neutered?	Where is this pet kept?	Current on vaccinations?	When were they last seen by your veterinarian?

Please list any animals who have lived at your residence in the past five years

Name and breed of pet	Age	Spayed/ Neutered?	Where was this pet kept?	Current on vaccinations?	Why is this pet no longer owned?

Foster Care Opportunities and Preferences

What are you interested in fostering?

Dog Foster Care (please select <u>at least</u> one option)	✓
Short-term (awaiting rescue transport, recovering from surgery, etc. Usually 2 weeks-1 month)	
Behavioral issues (dogs not suitable for "average" adopters who may need some help with obedience training or other behavioral issues. Can be indefinite, but at least until they are rehabilitated)	
Medical issues (may be short-term or long-term, but fosters need to be okay with administering treatments, trips to our vet, etc.)	
Pregnant or nursing mothers with puppies (usually a 1-3 month commitment)	
Weaned puppies not big enough for adoption (usually a 2 week-2 month commitment)	
Unweaned (bottle-fed) puppies without a mother (usually a 1-3 month commitment)	
Long-term Foster (for dogs who do not do well in a shelter or for other reasons. Often indefinite, until the dog can be adopted out from your home)	

Cat Foster Care (please select <u>at least</u> one option)	✓
Short-term (awaiting rescue transport, recovering from surgery, etc. Usually 2 weeks-1 month)	
Behavioral issues (cats not suitable for "average" adopters who may need some help with socialization or other behavioral issues, can be indefinite, but at least until they are rehabilitated)	
Medical issues (may be short-term or long-term, but fosters need to be okay with daily treatments, trips to our vet, etc.)	
Pregnant or nursing mothers with kittens (usually a 1-3 month commitment)	
Weaned kittens not big enough for adoption (usually a 2 week-2 month commitment)	
Unweaned (bottle-fed) kittens without a mother (usually a 1-3 month commitment)	
Long-term Foster (for cats who do not do well in a shelter or for other reasons. Often indefinite, until the cat can be adopted out from your home)	

Would you be interested in fostering other species (rabbits, livestock, birds, reptiles, etc.)? If so, what other species can you accommodate?
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Please list any requirements, special requests or anything else that might need to be considered (cat who loves to play with/take care of kittens, dog who is great at socializing shy animals, dog/cat who doesn't like other animals, medical conditions that may affect caring for animals, etc.)
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General Questions

Why do you want to become a foster for LMAS?

Have you fostered for any other organization in the past? Do you currently foster for them? Do you plan to foster for any other organizations while you have LMAS foster animals? Please provide a contact for the organization(s) as a reference.

Is everyone in the household comfortable having foster animals in the home?

What is your daily schedule like? (full- or part-time job, in school, flexible commitments, work from home, very busy/tight schedule, etc.)

Where will your foster animal be kept? (indoors, crated while away, confined to one room, etc.)
Please describe the environment the animals will be kept in the majority of the time.

How many hours per day will the foster animal need to be alone? Are you able to bring animals to work or come home during the day, if needed?

What resources are you able to provide? (please circle)	Fenced-in yard (dog only)
Food	Transportation to and from shelter for vet appointments
Vet care (LMAS provides routine vet care)	Other _____
General supplies (bowls, bedding, toys, etc)	
Crate	
Litter (cat only)	

(LMAS can provide some resources, based on donations)

General Questions

How would you describe your level of experience and comfort caring for sick, injured or infant animals? If your experience is limited, are you interested in learning more about different methods for treatment and care?

Have you ever provided care or treatment for sick, injured or infant animals? If yes, please briefly describe your experience.

Are you able to completely isolate the animal in your home? If not, what level of isolation can you provide?

Have you had any major diseases in your household in the last 2 years? i.e. Parvo, Distemper, Ringworm, Feline Leukemia, FIV, etc. If so, what type and when?

Have you ever bottle-raised an animal before? If yes, please describe the general process. If no, would you be interested in learning?

Are you comfortable providing basic and minor health care (oral and topical medications, bathing, flea/tick treatment, etc.)? If you do not know how, we are happy to train you.

In order to qualify to be an Louisville Metro Animal Services (LMAS) Foster, you must:

- be at least 18 years of age
 - be a Jefferson County resident
 - have your own, reliable transportation
 - have a reliable way to stay in contact with LMAS for the duration of the foster's stay
 - keep all current animals (owned or otherwise) up-to-date on vaccinations and Jefferson County Licensing and follow all Jefferson County and LMAS animal ordinances
 - comply with all LMAS Foster Policy and Adoption Policy and Procedures
-

By submitting this application, I understand that, if approved, I agree to the following terms and conditions:

- I agree to provide proper food, water, shelter, socialization and attention to the foster animal.
- I understand that LMAS provides routine vet care and that sometimes emergency or specialty vet care may be not be covered.
- I agree to obtain consent from LMAS Veterinary Staff before seeing a private vet outside of the organization and that all expenses incurred will be at my own expense. I will also be responsible for delivering any medical records to LMAS for documentation of the foster animal.
- I agree, in the event of a foster animal passing, to notify LMAS immediately and bring the body for disposal.
- I agree to allow LMAS into my house to assess the condition of any owned or foster animals at any time.
- I agree to keep the animal in my care and under my supervision at all times. At no time will the animal be left with any other individual besides me or an LMAS staff member without LMAS permission first.
- If I wish to adopt my foster animal, I understand I must sign an adoption contract and comply with all terms and conditions required by LMAS to finalize the adoption.
- I understand sharing of any photography or videos of my foster animals must be approved by LMAS staff before distribution.
- I agree to transport the animal to an LMAS facility for vaccinations, surgery, etc. as scheduled by LMAS staff.
- I agree to return the foster pet to LMAS if I cannot keep the pet, for any reason, or at the request of LMAS at any time.
- I agree to follow all other LMAS policies and procedures regarding foster care, volunteering or adoption.
- I understand that animals in the foster program can be unpredictable and that LMAS cannot guarantee the condition of any animal, including age, health, temperament, breed, nor behavior or other factors that an animal with an unknown history my present. I acknowledge that LMAS does not make any warranty in this regard. I hereby agree to accept the animal to foster as is, and assume all risks and responsibilities associated with fostering of the animal, including bites and other behaviors. I hereby release, indemnify and hold harmless Metro Animal Services and the Louisville/Jefferson County Metro Government, its directors, officers, volunteers, agents, servants, and employees from any claim, cause of action or liability of any sort or nature, whether known or unknown, arising out of or in connection with this animal while in my possession in the fostering program.

I have read the above stated application carefully and certify that the information I have given is accurate and true. I understand that any misrepresentation of the above information authorizes LMAS to deny application and/or reclaim the foster pet that is in my home.

Applicant's signature: _____ Date: _____

Staff Only:

Name of Applicant & PID	
Applicant reviewed by	
Application Status (circle)	Approved Pending Denied
Foster Coordinator Signature	
Management Signature	

Comments:

Louisville Metro Animal Services

Foster Manual

Our Foster Program is essential to the life-saving efforts at LMAS. We rely on people like you to help us save the too young, sick and injured animals who need our care.

Foster parents take into their homes dogs and cats that are:

- **Too Young or underweight:** Kittens and puppies, in a litter or paired up with another orphaned kitten or puppy. They are fostered until they are eight weeks old and weigh two pounds. Most kittens and puppies are fostered for 2-6 weeks. These litters are not with a mother. In some circumstances, the kittens are not weaned and they may need bottle-feeding.
- **Nursing Moms and babies:** Litter of kittens and puppies with their moms are fostered until the babies are 8 weeks old and weigh two pounds. There are times when mom does push a kitten away or a kitten wanders off, so you may need to supplement these babies with some replacement formula. Generally, mom does all the work until the babies start to have teeth. The mom will feed, stimulate the babies to go to the bathroom and clean up after them.
- **Ill or recovering from injuries:** Dogs and cats suffering from a minor common ailment, such as an upper respiratory infection, eye infections, or ear issues will often be sent to foster to recover in a home environment. These are usually minor cases, but it is recommended these animals be kept from resident dogs and cats to avoid spreading any diseases. We also get dogs and cats that have had surgeries such as amputations that need some time to recover away from the shelter. Foster time will depend on the nature of the injury or illness.
- **Minor behavior issues:** We often get dogs that need some help with common things like walking on a leash or being fearful. Some cats may also be fearful, or not be adjusting well in the shelter. They often just need some help with socialization to get them ready for adoption.
- **Waiting Rescue Transport:** Some dogs and cats are sent to smaller/breed specific rescue organizations. When an animal has a confirmed spot with a rescue, they will sometimes need a foster home until the rescue can arrange transportation. This would be a short term foster situation of 1-2 weeks. Animals waiting for rescue transport should be closely monitored for any signs of illness as many rescues will not transport sick animals.
- **Overcrowding:** Some dogs and cats may be sent to foster homes to help alleviate overcrowding problems in the shelter. This would be a short term foster assignment of approximately 1-2 weeks or until there is space open and available for the animal.

Some Things to Consider Before Fostering

- **Puppy and Kitten Fatalities:** Something to be aware of before you begin fostering is that sometimes foster animals become ill and pass away in foster care. This is the hardest thing about fostering and if this is a possibility that you don't think you'd ever want to risk encountering perhaps volunteering at our shelter and working with the animals there might be a better volunteer fit.

We do everything we can for every animal that comes to us, but sometimes we just can't save them. The fatality rate on kittens is 1 in 5 won't make it. So the more you foster your chances increase that you will have some die in your care. Without foster homes, these babies would not have a chance to survive at all. Although there are some foster babies we cannot save, the important thing is that we try for each and every one.

- Block off access to any nooks and crannies that might be dangerous or in which they might get stuck.
- If the puppies or kittens have access to a bathroom, keep the toilet seat down. They can climb in and drown.
- Puppies obviously are not housebroken, so you will need to confine them to an area where it is okay for them to potty. Kittens under about 8-weeks-old are not always consistent in using the litter box so you should try to confine them to an area that is easily cleaned and accidents will not damage flooring.
- It is strongly recommended that your foster animal be kept in a crate when you are not there to supervise.

Vet Services

Foster animals usually need additional vaccinations while in foster care. It will be the responsibility of the foster parent to transport the animal to the shelter or to Animal House for vaccinations and routine medical care. If your foster needs vaccinations, you will receive a vaccine schedule with your foster paperwork.

For each foster animal, you will receive a Vaccine Schedule, which will document the dates each vaccination is received as well as when the foster animal is due for another round (if needed).

Vaccinations can be given at either facility (Manslick or Animal House) any time they are open (hours are listed at the bottom of this document). Please call ahead if you plan to come to Animal House as not all staff are trained to vaccinate. If you need additional veterinary care for your foster animal, please contact the Vet Tech Office at 502-574-5669.

If your foster animal needs to be seen by the veterinarian, please call ahead and discuss the situation with vet tech staff. **Veterinarian hours are 12:00pm-3:00pm Monday through Friday.** You may also e-mail vet staff at animalservicesvetstaff@louisvilleky.gov for non-emergency medical questions or concerns.

****If you choose to take your foster animal to an outside veterinarian, you are required to provide all information to the Foster Coordinator as well as information on any treatments provided including listing of medications, vet history and records from each appointment. ****

ALL foster animals will need to be spayed/neutered BEFORE being adopted out, no exceptions. Foster appointments are on Wednesdays and Fridays. You will need to contact the MAS Foster Coordinator to schedule the "Work Up" appointment if one has not already been set up when you initially pick up the animal.

Please be aware that the appointments may be scheduled out several weeks, and you may have to wait before getting your foster animals in.

You will need to drop your foster off the morning of the appointment between 8am and 9am at the Manslick Rd location (if you are unable to drop your foster off in this time frame, please let the adoptions staff know so that they can try to help make other arrangements). **They MUST NOT eat after 12am the night before**, water is okay. If any food is consumed, the surgery may need to be rescheduled. PLEASE notify vet staff if this is the case before/when dropping off the animal.

After-Hours Vet Services

Unfortunately, your options are limited after the shelter closes. LMAS simply does not have the resources (money and staff) to provide 24-hour vet care. If your foster animal needs emergency veterinary care, you can contact LMAS Dispatch until 11:00pm at 502-363-6609, they will assess the situation and contact vet staff if needed.

fungus in their hair coat without showing signs of itching, scaly skin, and hair loss. In people, the classic lesion is a raised, reddened, and itchy "ring."

Disease Transmission

At the core to managing and controlling the spread of any disease is a good cleaning plan and an understanding of how diseases are transmitted. Diseases are transmitted in the following ways:

- **Direct Contact** – involves direct body surface to body surface — from one animal to another or from an animal to a human.
- **Indirect Contact**– contact between susceptible animal and a contaminated inanimate object, such as equipment, clothing, or surfaces. Often the result of poorly washed hands.
- **Droplet** – small infectious droplets that do not remain suspended in the air but travel a short distance through the air and deposit on the host's mucosal surfaces. Droplets can also land in the environment and lead to indirect contact transmission.
- **Airborne** –infectious residue from dried droplets or dust remains suspended and able to travel distances through the air. This residue is infectious for long periods of time.
- **Vector** – disease transmission occurs through another animal capable of transmitting disease host, such as a rodent, fly, mosquito, or tick.

Reducing the Risks

- **Good Hand Hygiene:** Clean hands before and after handling animals or items in the animals' environment. **Alcohol-based hand sanitizers:** are recommended when hands are not visibly soiled. They provide for a rapid kill of most transient microorganisms. **Soap and water:** Recommended when significant soiling or risk is present.
- **Cleaning and Disinfecting Items:** **Soaps and detergents** are cleaning agents that work by suspending dirt and grease and breaking up organic matter. Soaps do not necessarily kill germs. Dish and laundry soaps are common examples of detergents. **Disinfectants** are chemical solutions that kill germs. The particular germs killed depend on the ingredients in the disinfectant. Bleach is a common disinfectant.

Foster Help Notification

LMAS staff send out emails giving details about the animals in need of a foster home, as well as post dogs/cats in need via Facebook on Derby City Dog Rescue page.

If you are interested in an animal you have seen on Facebook, please email: MASFoster@louisvilleky.gov that you would like to help. You should indicate what animals you are interested in (please include the Animal ID#), and when you are available to pick them up.

Most foster assignments are between 2-4 weeks. Some may be longer or shorter depending on how the age of the animals or how fast an animal recovers from illness or injury. If you take a mom and new-born kittens, this would be a 2 months to 3 month assignment. If the request doesn't specify all the information or you have questions, please ask!

We welcome and encourage cute, up to date pictures of your foster animal. These pictures will be placed on the LMAS and Petfinder websites. After you begin to learn some personality traits and habits for your foster animal, you can also submit a short description and story about your foster. **Submit to MASFoster@Louisvilleky.gov**

We encourage foster parents to take an active role in the adoption of their foster animal. You know your foster better than anyone, so talk them up to family and friends! You can offer important information and insight into the best possible home for your foster. If you find you're foster a potential home please let LMAS adoption staff know. All adopters (including family, friends, or fosters themselves) will need to go through the regular LMAS adoption process before the animal can leave foster care. Unless approved by the Foster Coordinator, under no circumstances will the foster animal leave your care for any reason or any length of time. Meet and greets are allowed and highly encouraged. Overnight/weekend visits or "trial adoptions" are not.

Thank you for your interest in fostering an animal in need. Know that you are truly making a difference in their lives!

IMPORTANT CONTACT INFORMATION

Animal House

Tuesday-Sunday: 12-6pm

Wednesday: 12-7pm

CLOSED Mondays

Main Line: 473-7387

Kim (Foster Coordinator): 574-2247 (no voicemail)

After Hours Emergencies Only: 457-8375

Manslick

Monday-Friday: 12-6pm

Saturday: 11am-2pm

CLOSED Sundays

Dispatch: 574-5393

Dispatch (After Hours Emergencies Only): 502-363-6609

Animal Care: 574-5543

Vet Tech: 574-5669

*****Drop-In Vet Hours for Fosters are M-F, 12-3pm. Call for an appointment outside normal hours*****

Email:

Primary:

MASFoster@louisvilleky.gov

Secondary:

animals@louisvilleky.gov

Vet Staff (advanced medical questions):

animalservicesvetstaff@louisvilleky.gov