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## AmPA! COVID-19 Animal Shelter Readiness Checklist

This checklist is meant to support shelters in devising a plan to be ready the moment a quarantine or shelter shutdown occurs, either for shelter staff or an entire community.

### *Immediate threats*

- If a staff person becomes ill, the entire shelter staff may need to quarantine. If staff cannot come in to care for pets, shelters may be forced to euthanize animals and/or risk people's health.
- If a whole community is on quarantine, live outcomes through shelter adoptions, transports, and foster placement decrease, while the shelter intake continues, especially in a government-funded shelter.

The **COVID-19 Shelter Readiness Checklist** will help shelters to 1. maintain a lower than average sheltered pet census without the use of unnecessary euthanasia before a quarantine and 2. quickly reduce the number of animals onsite even further to accommodate the hazards outlined above should they occur.

### Checklist

- ☐ Has created an [Employee Safety Policy Guideline](#).
- ☐ Has communicated with the local Public Health Dept (if possible) on messaging to not inspire panic, but instead, assure the community that the shelter is prepared.
- ☐ [Emailed all staff, volunteers, fosters, and supporters an update about COVID-19](#) and how the shelter is ensuring preparedness in case of a situation that could cause a lot of problems for animals in the shelter.
- ☐ Dispersed the [AmPA! Coronavirus Shelter Preparedness Guide](#) to each relevant internal department.
  - ☐ Met with teams to be sure everyone feels confident in their role in decreasing intake and increasing live outcomes quickly.
- ☐ Issued press releases to all local media outlets (tv stations, radio stations, and newspapers) to urgently ask for help to empty at least 50% of shelter into foster, ask for more emergency fosters to sign up in case of more need and donations.
  - ☐ Share on social media, including posting on Facebook
  - ☐ Put as the main theme on the shelter's website.
- ☐ Ongoing communication with staff, volunteers and fosters (stakeholders) to ensure that everyone has access to resources like the [Center for Disease Control and Prevention\(CDC\)](#), [Sheltering.org Toolkit](#), [Rehome by Adopt-A-Pet](#)
- ☐ Signed up American Pets Alive! to receive more information, share ideas and ask questions and report on progress.
  - ☐ Automatically signed up when downloading Guide

- ❑ [AmPA! Shelter and Rescue Facebook Group](#)
- ❑ Email [inquiries@americanpetsalive.org](mailto:inquiries@americanpetsalive.org) with any questions
- ❑ [AmPA! Contact us page](#) for a response within 48 hours

*AmPA! has virtual support services available for each of these protocols in the AmPA! COVID-19 Animal Shelter Preparedness Guide. For custom support or guidance on any of these protocols, or how to implement for your organization, contact us [here](#) and include "COVID-19 Support" in the message.*