Standard Operating Procedure

Minimum Standard of Care (Dog Kennels)

Last Updated: January 25th, 2023

Statement of Purpose:

To ensure every homeless dog who enters our care has their basic needs met. They should be housed comfortably, provided for thoroughly and treated humanely. This document outlines the *minimum* housing expectations for SBCAS dogs and is not reflective of a full enrichment program.

Scope and Responsibilities:

Any individual kenneling a dog is responsible for ensuring these things are provided. Most frequently, this responsibility will fall to **AWS Staff or ACOs** during the intake and cleaning processes.

Definitions:

1. **Kuranda Bed**: Brand-name for elevated, cot-style dog beds that are sturdy and easy to clean.
2. **Nylabone**: Brand-name for hard, durable, non-edible chew toys.
3. **Cage/Kennel Card**: 1 page report that includes the pet's photo, animal ID number, kennel number, date of intake, adoptable date, estimated age, weight, and handling code at minimum.
4. **Kennel Topper**: Kenneling or fencing secured across the top of a kennel to prevent pets from escaping through the top.
5. **Handling Color:** Assigned color at intake signaling observed behaviors.
6. **AID:** Animal ID number.
7. **AWS**: Animal Welfare Specialist / Kennel Staff
8. **ACO**: Animal Control Officer
9. **SBCAS**: Santa Barbara County Animal Services

Kennel Requirements:

1. Standard Kennel:
    a. 1 - **Bucket of Fresh Water** available at all times.
    b. 1 - **Food Tray or Dish** to serve their meals.
    c. 1 - **Kuranda Bed**
    d. 1 - **Blanket**
    e. 1 - **Nylabone** or equivalent chew toy.
    f. 1 - **Cage/Kennel Card**, up-to-date and placed on the front side of their kennel.

2. Special Circumstance(s):
    a. 1 - **Kennel Topper**: Dogs with a history of jumping or climbing.
    b. 0 - **Blankets**: If they shred soft materials.
    c. 0 - **Toys or Treats**: If dogs are co-housed.

Process:

1. AM Kennel Cleaning:
    a. Every morning, **AWS Staff** cleans occupied or recently-used kennels per the AM Kennel Cleaning SOP. During this cleaning, it should be noted and corrected if any items from the list are missing.
    b. Fresh, unoccupied kennels should be left with a **Kuranda Bed, Water Bucket** and **Food Tray**.

2. On Intake:
    a. **AWS Staff** and **ACO**s both kennel dogs throughout the day. Upon kenneling they should:
        i. Make sure it is **clean and unoccupied**.
        ii. Fill the **Water Bucket**.
        iii. Add a **Cage/Kennel Card, Blanket** and **Nylabone**.
        iv. Add the dog's **AID**, **name** and **handling color** to the walker board At minimum. See Color Coding SOP for full evaluation process.

Revision History

Date	Version	Description	Approved
1/23/23	1.0.0	Initial document created	RJ
1/25/23	1.0.1	Approved by S. Aguilar	SA