How to Get a Dog Out of a Housing Unit

The shelter has a number of housing units in the facility. These units are the runs inside, the chain-link kennels outside, stainless cages inside, and crates. Dogs are constantly being removed from one for many reasons. They are removed when cleaning housing units, when paring dogs to see if they can live together, when going for spay/neuter, when going for playgroups, when going to Offsite Events (adoption and other), when showing dogs to potential adopters. Staff also need to be able to remove dogs from Animal Control Vehicles and vehicles of people surrendering dogs.

When removing dogs from a housing unit it is imperative to observe careful and proper handling procedures so that you do not get hurt, the dog does not get hurt, and the dog does not slip past you and run loose. All housing units with gates (outside kennels and inside runs), the gate should be opened towards the inside of the housing unit as this makes it more difficult for a dog to slip past you.

Items needed for removing an adult dog from a housing unit are a leash, training treats or kibble, and often a helper.

For the Outside kennels, you should first make sure the rolling gate to the dog yard is closed.

1. Approach the door of the kennel
2. If there are not separate to feed signs on the kennel and the dogs are jumping all over the gate,
    a. Toss a handful of treats to the back of the kennel
    b. Encourage dogs to sit or, if necessary, use the door to push them back
    c. Enter while they are distracted and close and latch the gate behind you.
3. If there is a separate to feed sign, use the door to push the dogs back in a sweeping motion.
    a. Encourage dogs to sit or, if necessary, use the door to push them back
    b. Open the door as little as possible for you to slip in
    c. Enter and close and latch the door.
4. At this point, if the dogs are jumping on you and scratching
    a. Cross your arms to protect yourself
    b. Turn away and ignore them
    c. Be patient and they will tire of the game
    d. Moving, talking to them, swatting at them will only keep them coming
5. Once the dog is calm, put the slip lead over the dog's head, pull it tight using the leather stopper to keep dog's head in leash
6. Bring the dog to the exit
7. Point the head towards the door ready to leave
8. Use your body to block the exit of the others
9. Hold the leash securely (thumb thru handle and fist closed over the leash)
10. Crack the door and let chosen dog out

11. If you have a helper, they would take the dog from you at this point
12. This has dog outside kennel and you still inside
13. Close the door without latching
14. Crack the door again and squeeze out
    a. Use legs and knees to block other dogs from exit
    b. Fill the gap with your body
15. Close and latch the door
16. Make sure the kennel clip is securely in place