Disaster Sheltering
Module 4 - Large Animal Shelter
Standard Operating Procedures (SOPs)
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Your Instructor:

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SOPs for the Large Animal Shelter

**Goals:**

- Define roles within the shelter
- Standard Operating Procedures (SOPs) and supplies needed
  - Shelter Setup
  - Animal intake and documentation
  - Animal care
  - Cleaning and sanitizing equipment
  - Daily routine
SOPs for the Large Animal Shelter

- Large animal owners often shelter at the facility in personal trailers, campers, tents.
  - Will want to provide daily care

- Colocation sheltering may be a possibility and should be a consideration.
  - A requirement is owners are responsible for the daily care
Large Animal Shelter

- Pre-established space
  - Fairgrounds
  - Agricultural facilities
- Placing animals in stalls
- Multiple buildings for separation
Large Animal Shelter

- House horses individually
  - Resource guarders
  - Food aggressive
- House stallions away from mares
- Mares and foals in larger stalls
- Frightened animals in quieter area
Large Animal Shelter

- Sick in isolation area
  - Extra precautions for contagious
- Species can be in different buildings
Large Animal Shelter

- House family units near each other when possible
- Multiple species may need to be housed in different areas
  - Not unlike with cats and dogs
  - Consult with large animal veterinarian experts for specific requirements
Intake and Documentation Area

Owner/public drop-off

- Area is near the front of the facility
- Secure/ perimeter fence
- Large, open space
  - Minimizes congestion
- Consider multiple areas to separate species
- Tables and chairs for owners to sit
Intake and Documentation

*Field rescue team drop-off*

- Away from owned animal intake
- Separate barns or stalls
- Separate processing
- Secure with perimeter fencing
Intake and Documentation: Supplies

- Nitrile gloves
- Hand sanitizer
- Bottled water for the owners
- Forms
- Clipboards/ Pens/ Sharpies
- ID supplies
- Camera
Intake and Documentation: Supplies

- Stapler
- Paper clips/binder clips
- Paper
- Tape and duct tape
- 3-ring Binder
- Page protectors
- Computer
- Printer/copier
Intake and Documentation: Forms

- Animal intake/ Owner’s release
- Daily care sheets
- Mare bands
- ID tags
- Animal ID #’s
- ID bands for owners

http://www.jefferspet.com/mare-id-neck-strap/camid/equ/cp/13676/
Intake and Documentation: Organizing

Binder
- Paperwork in page protectors
- Organized by tracking #
- May be species specific binders
- Stray animal binder

Database
- Access
- Shelter software
Intake and Documentation: Organizing

**Mapping**
- Placement of each animal in the facility
- Rows, stall number and ID number
- Ease of finding for owners, veterinarian observation and medication
Animal Placement

- Placement of each animal in the facility
- Rows, stall number and ID number
- Ease of finding for owners, veterinarian observation and medication
Intake staff

- Good customer service is critical
- Owners are stressed and scared
- Greet and support the owners
- Be thorough and pay attention to details when processing

All shelter staff and volunteers need to be identified with shirt, nametag, or some type of credentialing.
Intake: Owned animals

- Fill out paperwork
- Assign an Identification number to each animal
  - Written on every form and ID band
- ID band around the animals neck
- ID band for owners
Intake: Owned animals

- Explain the paperwork, rules and regulations and expectation
  - Owners sign off on the paperwork
- Colocation
  - Required to provide daily care
- Temporary Evacuation
  - May provide the care or visiting
Intake: Owned animals

- Copy for owners
  - Paperwork
  - Rules and regulations
- Explain signage
  - Prohibited areas
  - Supplies
  - Rules and regulations
Intake: Animal Handlers

- Handlers escort owners and their animals to the stall or enclosure
- Setup the stall
  - Water
  - Hay
  - Feed (depending on SOPs)
Intake: Animal Handlers

- For owners providing care
  - Show where supplies are located
  - Teach how to fill out daily care sheet and why
  - Show where to take manure and dump out and clean dirty water buckets
  - Escort to check-in/out to explain procedure
Intake: Animal Handlers

- For owners not providing care
  - To the stall or enclosure
  - Escort to check-in/out
  - Explain visitation procedures
Intake: Strays from the Public

- Process similar to owned animals
  - Gather info on where found, possible owner or anything that could help ID

- Look for identification
  - Written on halters
  - Painted on the side of the animal
  - Bands on legs
  - Ear tags

- Microchip
  - Crest of neck to mid neck
Intake: Stray’s from Rescue Teams

- Owner requested rescue
- Animals at large
- Rescue paperwork
  - Location lost or location found
  - Health concerns
  - Behavioral concerns
- Arrive with paperwork in hand
- Processed in using the rescue paperwork
- Strays folder
Intake: Stray Animal Handlers

- Take to its stall
- Provide care as part of the SOPs
  - Set up with fresh water
  - Hay and feed depending on SOPs
Intake: Veterinarian

- On intake?
  - Examine every animal
  - Only animals with injury or illness
  - Vaccinations

- Paperwork releases?
  - Identifies owners veterinarian
  - Authorizes intervention
Animal Care: Supplies & Equipment

- Halter
- Lead rope
- Manure fork
- Manure bucket or wheelbarrow
- Scrub brush for buckets
- Broom and shovels
- Wheeled carts
- Hay
- Grain (if feeding any)
- Feed bins
- Bedding
- Pen for marking paperwork
- Nitrile gloves
Animal Care staff

- Cleaning stalls
- Feeding
- Watering
- Restocking hay supplies around the barns
- Keeping the barns clean and organized
- Handling
- Exercising
Animal Care Teams

- Work in the same barn or row
  - More familiar with the animals
  - Notice changes in behavior or condition
  - Animals become more comfortable
Animal Care Teams

- Be consistent
  - One row at a time
  - Move down one side and back the other
  - Take the next stall in the row unless safety prohibits
    - If an animal is skipped

- Equines like routine!
Animal Care: Owned animals

- If owners are providing daily care then staff assists
  - Cleaning
  - Handling
  - Showing owners where supplies are located
- Giving water between visits
- Provide full care when owners are not able
Animal Care: Shelter staff

- Put on a fresh Nitrile gloves between animal stalls or enclosures
- Prevent animals from smelling other animals manure
- Be vigilant for signs and symptoms of illness
  - Flu symptoms
  - Elevated temperature
  - Coughing
  - Nasal discharge
  - Loss of appetite
Disease spread

- Highly contagious diseases
- Spreads rapidly through groups of horses
- Aerosolized droplets dispersed by coughing
- Passive transfer on objects such as clothing, equipment, horse trailers or unwashed hands
Diseases

- Equine influenza
Diseases

- Equine Herpes virus
Diseases

- Strangles
Equipment Cleaning and Sanitation: Supplies

- Nitrile gloves
- Rubber dish gloves
- Dawn dish detergent
- Clorox bleach
- Large wash containers (stock tanks work well)
- Long and short handled scrub brushes
- Hose and spray nozzle
Equipment Cleaning and Sanitation: Staff

- Out of the way location
- Staff may be same as animal care staff
- Cleans and sanitizes all equipment
Equipment Cleaning and Sanitation: Setup

- Three large wash bins
  - First bin: dish soap & hot water
  - Second bin: Plain fresh water
  - Third bin: Bleach in a 1:32 ratio
Equipment Cleaning and Sanitation

- Hose off all organic matter
- Wash in first tub with Dawn dish-soap solution
- Scrub wire crates with a bristled scrub brush
Equipment Cleaning and Sanitation

- Move to clean-water rinse
- Move into the 1:32 bleach
  - Soak for a minimum of 10 minutes
- Rinse off with hose
- Air dry
Daily routine: Morning

- Morning walk through by leadership or designee
  - All animals are in their stalls
  - Healthy
  - No births

- Morning briefing
  - Updates and changes
  - Introduction of new people
  - Veterinarian information
  - Reminder around policy on photos or post to social media
Daily routine

- Morning
  - Feed
  - Hay
  - Water
  - Clean
- Rake or sweep the aisle
- Early afternoon chores
  - Restock hay
  - Restock bedding
  - Clean buckets and bins
Daily routine

- **Late Afternoon**
  - Feed
  - Hay
  - Water
  - Spot clean
  - Rake or sweep the aisle
  - Restock hay
  - Restock bedding
  - Clean buckets and bins

- **Evening**
  - Top off water and secure the stalls
Daily routine: Evening

- Leadership
  - Head count at least twice daily
  - Secure the facility
  - Lights off

- Debriefing
  - Wrap up of the day
  - Check-ins
  - Updates for the next day
Always: Be Flexible

Questions in Colorado?

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