



Peace of Mind  
**DOG RESCUE**  
*Helping Senior Dogs and Senior People*

🐾 SINCE 2009 🐾

## VOLUNTEER HANDBOOK

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## Welcome

Thank you for volunteering with Peace of Mind Dog Rescue (POMDR). In this handbook you will find information about POMDR that will help you become a valuable ambassador for senior dogs and senior people. We appreciate your time, your support and any suggestions and feedback you have for us.

## Overview

Peace of Mind Dog Rescue (POMDR) is a 501c3 nonprofit organization founded in October 2009 by Carie Broecker and Monica Rua. Our mission is to be a resource and advocate for senior dogs and senior people on California's Central Coast. We find loving homes for dogs whose guardians can no longer care for them and for senior dogs in shelters. We have a lifetime commitment to all the dogs that come into our care. They will either live out their lives in one of our foster homes or will be adopted into a wonderful, permanent home.

POMDR has twelve full-time paid staff members (Executive Director, Executive Assistant, Operations Manager, Clinic Manager, Marketing and Communications Manager, Medical Director, Head Veterinary Technician, Behavior and Enrichment Coordinator, Volunteer Coordinator, Adoptions Coordinator, Helping Paw Coordinator, and Benefit Shop Manager) in addition to our full veterinary staff which includes part-time veterinarians, technicians, assistants, and kennel attendants. We also have an active board of directors, and over 1,500 dedicated volunteers.

Our vision is to be a model for lifetime care of dogs and all companion animals to help bring about a positive change in the way society thinks about and treats senior dogs and senior people.

## Programs

**Rescue and Adoption:** We take in senior dogs from local animal shelters, as well as dogs from senior guardians who can no longer care for them. All potential adopters are screened to ensure that the dog and her new family are a good match.

*Source of dogs:* Our geographic priority is taking in dogs from shelters and guardians in Monterey, Santa Cruz, and San Benito counties. We take in dogs in need from the general public on a case by case basis with priority given to dogs whose guardians have passed away or have gone into hospice or a nursing facility.

*Housing the dogs:* All of our dogs are housed in foster homes where they are treated like family until adoption. Shelter dogs make a stop at our veterinary clinic where they will stay for up to a week in a doggie suite while getting their medical work up and procedures taken care of. Then they move on to foster homes.

Short biographies and photographs of animals available for adoption are placed on our web site ([www.PeaceofMindDogRescue.org](http://www.PeaceofMindDogRescue.org)) as well as several national websites. We run adoptable dog ads in several local papers. We also hold adoption events throughout the community for people to come meet some of our dogs available for adoption.

*Adoption Procedure:* All potential adopters fill out a questionnaire and are interviewed to be sure of a good match. All adopters must agree to a home safety check before finalizing an adoption. We charge an adoption fee of \$155 to \$305 depending upon the age and health of the dog.

All dogs are altered, vaccinated, and microchipped before adoption. Senior dogs have a senior blood panel evaluation, thorough senior exam, and a dental cleaning if necessary. Any medical issues are addressed and disclosed to potential adopters

**Perpetual Care:** Through advanced planning, our Perpetual Care Program ensures that dog guardians who enroll their dogs in our Perpetual Care Program will have peace of mind that their dogs will be cared for in the event that they are no longer able to care for them in the future. Dogs enrolled in our Perpetual Care Program will be guaranteed a loving home for the rest of their lives.

**Helping Paw Program:** Our Helping Paw Program provides assistance to seniors and hospice patients so they can keep their pets in their homes as long as possible. Assistance includes transportation to vet visits, financial assistance for veterinary expenses, dog walking, and temporary foster care during hospital stays.

## Frequently Asked Questions

### 1. Where do your dogs come from?

We rescue senior dogs from animal shelters and take in dogs from senior citizens or other dog guardians facing challenging times who can no longer care for their dog. We primarily rescue from Monterey, Santa Cruz, and San Benito counties.

### 2. I can no longer care for my dog or my friend/family member can no longer care for their dog. Can you take him?

We operate entirely out of foster homes. We help as many dogs in need as we can, but we must have a compatible foster home for them. Please go to the “Help Placing Your Dog” link on our website. If we cannot take the dog into our program, we may be able to refer you to some resources that may be of assistance.

If you need financial assistance or physical assistance to help keep your cat or dog in your home with you, our Helping Paw program may be able to help. Please fill out a Helping Paw Application on our website.

### 3. I would like to make sure my dog is cared for if something happens to me. How do I do that?

Our Perpetual Care Program provides a safety net for dogs whose people die before them. Dogs are accepted into the Perpetual Care program on a case-by-case basis, and we suggest they have a pet trust set up to cover their expenses. Please contact the POMDR office for more information.

#### **4. I'd like to make a donation in someone's name, how do I do that? Do you notify the family?**

We do accept Tribute Donations where you can give a special donation to POMDR in honor or memory of a beloved pet, family member or friend (in lieu of a present), and we'll send them a card announcing your gift.

You can make your tribute/gift donation online from our website or you can contact us by phone.

#### **5. Are you part of the SPCA or AFRP?**

POMDR is an independent nonprofit animal rescue organization. We are not affiliated with the SPCA. We do network with AFRP and other animal welfare organizations and shelters to help senior dogs in the most dire need. Our intention is not to duplicate services already offered by other organizations but to fill a specific unmet need in the community.

#### **6. How much are your adoption fees and why must you charge a fee?**

The adoption fee for our dogs is \$155-\$305 depending upon the age and health of the dog. We take into account future medical expenses when setting our adoption fees. Many of our senior dogs already have some special needs and may be on medication. The adoption fee helps cover the cost of the care the animal has received, including spay/neuter, vaccines, microchipping, deworming, flea treatment, a thorough exam, senior blood panel and dental cleaning. We spend an average of \$1,500 on each dog we rescue.

#### **8. Where can I meet your adoptable dogs?**

Please refer to our website ([www.peaceofminddogrescue.org](http://www.peaceofminddogrescue.org)) for photos and bios of all our adoptable dogs. You can also refer to our website for information about our upcoming adoption events where you can meet some of our adoptable dogs.

# Foster Care Guidelines and Procedures

If you are choosing to foster a dog, thank you! The information in this section will be helpful for you, but also know the POMDR staff, board and experienced volunteers are always here to support you. Ask for any assistance you need. We have a lot of resources to offer.

If you do not plan to foster, it is still helpful to familiarize yourself with this section, so you know what fostering is all about and can speak with the general public about our foster program.

If you have not fostered a dog before, we think you will find it very rewarding as well as a little challenging. What follows are some basic guidelines to help you take care of your foster dog. We understand that every volunteer has different levels of experience and you may already have certain things that work well for you. These are basic guidelines and procedures POMDR has developed to provide you with support while you are caring for your foster dog.

## Foster Candidates

When a dog needs a foster home, we will typically email out a foster request with a photo of the dog and as much background info as we can. Dogs in need of foster homes are also posted on the “foster needs” page of our website and on our social media pages.

## Supplies

POMDR will do our best to provide you with any necessary supplies you need to foster including:

- Leash
- Collar or harness
- ID Tag
- Bed or Blankets
- Crate
- Food and Water Dishes
- Toys
- Flea control
- Medical Care

We do ask that our foster homes provide food for their foster dogs whenever possible. If this is a problem for you, please let us know. We do get donated food from time to time.

## Collar and ID Tags - #1 Priority

**Upon intake, the dog will be issued his/her own personal silver id tag with his specific ID number, and that tag will remain with the dog for his/her lifetime.**

When you pick up your foster dog they should already be outfitted with a collar, harness and id tag. We use harnesses for the majority of our dogs, because shy or frightened dogs can “back out” of a collar that is too loose. Also, some collars can put too much pressure on a small dog’s trachea, causing tracheal collapse issues. Be sure the collar that is on your foster dog cannot slip over his head but is loose enough that you can slip two fingers under it, and always walk your foster dog using the harness provided. For some of our larger, mellow dogs, the harness is not necessary.

A foster dog can chew through a leash or harness in a matter of seconds. Keep an eye on your foster dog to see if he’s a “leash chewer.” If he is, we can give you a chain leash. Never leave your foster dog tied up unattended (even if it’s just for a minute to run into a store). Never leave your foster dog unattended in a public place. Never let your foster dog off leash unless in a confined yard with a fence he cannot climb or jump over. Do not leave your foster dog unattended in a yard.

Many rescued dogs are very, very shy, or they are wanderers by nature. It may take a few days or weeks for the dog to bond to you. Be very careful getting in and out of your car. Hold the leash tightly at all times. Assume your foster dog is an escape artist in all situations until he proves himself otherwise.

Depending upon the personality and history of your foster dog it may be best to let him get familiar with you, your routine, and your home for a few days before taking him to public places where he may be frightened. Once he feels secure you can start socializing him on walks and taking him on errands.

### **What to Expect the First Day/Night**

The first day and night, your foster dog may show signs of stress (panting, drinking lots of water, not eating, pacing, staring at the door, vocalizing). This is normal behavior for a dog going into a new situation. All these signs should clear up once the dog is feeling secure, knows your routine and what is expected of him.

### **Arranging Your Home**

When you first bring your foster dog home, you should have a foster area already set up with food, water, and several toys. Your foster area might be a crate with comfy blankets, a kitchen or laundry area. It should be an area that will keep your foster dog confined for his own safety and prevent destructive behavior in the house. The confinement area should be a dog proof area where the dog can stay when you are unable to supervise him. Ideally the confinement area should be easy to clean. As you get to know your foster dog, and he becomes comfortable in the house, you can give him more and more freedom.

### **Where to Keep Your Foster Dog**

Very often we have little or no history about the dogs we take in with regards to their behavior toward other dogs and even less info about their behavior with cats. If you have a cat, you will want to introduce your dog properly and do not leave your dog free with your cat until you are confident there are no issues between them. The same goes for your own dog and your foster dog. Monitor their interactions to be sure there are no issues, and do not leave them home alone together until you are very confident they are getting along.

### **Initial Activities with Your New Foster Dog**

Many of our senior dogs need to get out frequently in order to prevent accidents, and even if they were house trained in their previous home, they need to get used to the new schedule and routine. They will need your help and guidance and patience for that. Take your foster dog out for several bathroom breaks. See more on house training below.

Give your dog a chew toy or stuffed Kong and leave him alone in the confinement area for a few minutes (approximately five minutes or so). If he barks, **wait** for a few minutes of quiet before returning. See below.

When you return to the dog you can hang out for a while or take a tour of the house on leash. Watch out for potential signs of marking in the house (sniffing or leg lifts). Your foster dog should not be left unsupervised with the run of the house at first.

Repeat absences of varying lengths throughout the rest of the day.

### **Preparing for the Night**

If you are fostering an energetic dog, provide ample opportunity for the dog to burn off energy to help him sleep peacefully through the night. (See exercise options below.)

At night you may choose to set the dog up in your room.

Put a stuffed Kong or chew toy in the crate and then put the dog in the crate. He may have trouble settling in, but should eventually relax and go to sleep. Remember, don't let the dog out of the crate if he is whining (to do so will reinforce the act of whining.)



It is best to have your foster dog “earn” bed privileges if you are going to have him sleep in bed with you. This can cause some jealousy with your own dog, so to establish the pecking order from the beginning it is best not to have your foster dog in bed with you for the first few nights.

## **Separation Anxiety**

Sometimes when a foster dog moves to a new home they may show signs of separation anxiety. Dogs who have been surrendered by a senior guardian may only know a life with their person and were rarely left alone. Adjusting to being without their person and being left alone in a new place can be really hard on them. If your foster dog is showing signs of stress (panting, barking, crying, destructive behavior) after you leave the house there are some things that you can do to improve the situation.

The first thing to do is take a second to understand that your foster dog is stressed and that transitions can be really hard. Know that simply moving a dog that is stressed because they have separation anxiety to another foster home isn't helping the overall problem. Sticking with a foster dog through their transition can often help solve the issue. It can take a couple days to a couple weeks for a dog to fully transition into its new life with POMDR.

Getting your foster dog used to you leaving will help in the long run. First, you should practice leaving the house without actually opening the door (put on shoes, grab keys, walk to door, but don't leave). Do that about 10 or so times each day for several days to a week until your foster dog no longer reacts to your actions. Then, try exiting the house and closing the door behind you only to come back in moments later. Repeat this step while extending the time you are outside the house (grab mail, take the trash out, mow the lawn, etc).

While you are out of the house it is good to have things to occupy your foster dog such as toys or a stuffed Kong. Distractions can help get their mind off of you being gone. Play the radio or some other form of background noise to help mute outside noises from stressing your foster dog.

Another important tip is to keep your arrivals and departures as quiet and calm as possible. Don't indulge your foster dog in long goodbyes or excited greetings. This only reinforces your importance to the dog and can make their separation anxiety worse.

Since this process can take some time and it is inevitable that you will need to leave the house, here are some tips in how to make your foster dog as comfortable as possible while you are away:

- Try exercising the dog before leaving them so they are nice and tired.
- Keep them in a small confined area like the bathroom or kitchen.
- Crate them with a chew toy or stuffed Kong. (See Crate Training section)
- Leave an article of your clothing with them in the crate so they have a familiar smell.
- Take the dog with you and leave them in the car (if weather permits, and only for short trips out).
- Have your dog wear a thunder shirt.

One final tool that can be used is medication to help calm the dog while you are away. We can provide holistic supplements like Vet CBD or other calming aids to fosters who need more help with their foster dog.

The most important thing is not to punish your foster dog for separation anxiety behaviors. They are not being disobedient but instead are exhibiting distress responses. If you punish the dog the problem could potentially get worse.

## **Housetraining**

A dog's house-training behavior is strongly influenced by his life circumstances with the previous guardian.



To house-train your foster dog, treat him like an 8-week-old pup, as if he is learning house-training for the first time. Even senior dogs may need to re-learn appropriate potty behavior in a new environment. Your foster dog should not be in the house unsupervised unless he is in his confinement area.

After he has gone to the bathroom outside he may hang out with you outside the confinement area, but he should be supervised.

**Whenever he goes to the bathroom outside, always reward him with praise and treats.**

If you see your foster dog sniffing and circling in the house, indicating that he may need to go to the bathroom, rush him out immediately and praise and treat him for eliminating outdoors.

If you catch your foster dog going to the bathroom in the house, interrupt him with an “ahh-ahhh!” and rush him outside to finish. If he finishes going to the bathroom before you can catch him, clean it thoroughly with Nature’s Miracle, Petastick or another enzyme cleaner and supervise MUCH more closely next time.

### **Crate Training**

A crate can be a very valuable tool for a new dog adopter. Crates facilitate house-training, chew training, alone time training and the adoption transition in general.

Feed your foster dog in his crate.

Toss treats into the crate for him to find later.

Remember, crate trained dogs generally do better in their new homes.

### **Exercise**

Your foster dogs must be on-leash at all times when outside.

We recommend the following options for you to exercise your foster dog depending upon his energy level and health status:

- Walking on Leash
- Hiking on Leash
- Jogging on Leash
- Playing Fetch in Fenced Yard
- Mental Stimulation - training for sit, come, stay, leave it

Foster dogs should never be let off leash outside other than in an enclosed yard. Your foster dog should not be left in an enclosed yard unattended. Even if you think your yard is escape proof, a nervous dog can often find a whole new way out!

### **Chew Training**

If you see your foster dog starting to chew on something inappropriate, interrupt him with an “ahh-ahhh” and redirect him to one of his toys or chews.

### **Introducing your Foster Dog to a Potential Adopter's Resident Dog(s):**

Introducing dogs can range from a very easy proposition to a very difficult or impossible proposition, depending on the personalities and sociability of the dogs involved. While fostering a dog, it is important for you to note his response to other dogs, both your own pets and those you encounter while out with your foster dog. Note if he seems dominant or submissive, friendly or distrustful, interested, playful, scared or completely disinterested in other dogs. This information will be very helpful in determining if he will enjoy sharing his home with another dog or not.

Assuming your foster dog seems, at best, playful and interested in other dogs or, at least, indifferent to other dogs, you can encourage potential adopters with resident dogs to bring their dog over for a meet-and-greet. In general, dogs feel more at ease when meeting other dogs in a relatively open space as opposed to inside a closed room in your house. Introducing dogs outdoors is a good idea. If all goes well, you may proceed into the house and, hopefully, success will continue.

Your foster dog may show signs of being territorially protective over your home. This is important in determining where the best location would be to introduce your foster dog to his potential new "brothers and sisters." If your foster dog seems to be protecting your home, you will want to introduce him to his potential new family members on neutral territory (a park, a beach, a parking lot, etc.). It also seems to help if you walk the dogs, on-leash, together in a non-confrontational way. If all goes well, you may want to proceed to an off-leash encounter in a secure area. (See below.) If you aren't sure how your dog will react to another dog coming into your home, it may be best to err on the side of caution and use a neutral area also.

If your foster dog doesn't seem territorial, it is still a good idea to meet the potential family member(s) outside, either on loosely-held leashes or off-leash in a fenced area if all dogs are very friendly. If the dogs are on-leash, make sure to give them a little line so that they don't feel tension coming from you and interpret that as fear or nervousness. Make sure that there are no food treats or bones lying around which may spark resource-guarding. Encourage your foster dog to interact with the other dog. A game of fetch or tug can sometimes foster interaction between dogs but only if the toy is not your foster dog's treasured item which he doesn't want to share!

Keep a close watch over the dogs' interaction; some play-fighting is a good thing because it indicates trust between the dogs, but it is important to break things up if they seem to be getting too aggressive. Look for quickly wagging, highly-held tails, play-bows and roll-overs; these are all signs of successful interaction between dogs.

The POMDR Staff and Lead Volunteers are always available to help you with dog introductions. The POMDR Bauer Center backyard is a perfect, neutral place for dogs to meet where they can be off leash in an enclosed yard.

## **What to Feed Your Foster Dog**

POMDR will make every effort to find out what your foster dog was fed in his original home. If that information is not available or was an inferior food, we can suggest foods that you can feed him. You may also consider feeding him whatever food you feed your own dogs.

## **Behavior Issues**

Whenever you have any questions regarding behavior issues with your foster dog, do not hesitate to contact one of us from the contact list given to you. For urgent behavior issues that need attention during evening hours or weekends, refer to the emergency contact list on page 22 of this document.

## **Spaying/Neutering your Foster Dog**

Most foster dogs will already have been spayed or neutered before you get them. Occasionally, a dog will go to a foster home before all their procedures and medical care is complete. In those cases, you will be asked to bring your foster dog to our veterinary clinic to complete their medical care. Even senior dogs do very well under anesthesia after a full blood panel is done to assess their overall health. Spaying and neutering senior dogs can help prevent certain cancers. If the veterinarian believes that the surgical procedure would be unsafe for your foster dog, we would not have him altered. Many of the senior dogs will also get their teeth cleaned at the time of spaying.

The night before surgery, remember NOT to feed your foster dog food or give him water after 8:00 PM. Also, remember NOT to give him any food or water the morning of surgery.

## Your Foster Dog's Health

Whenever you have any questions regarding the health of your foster dog, do not hesitate to call us. In a medical emergency, refer to the 24-hour emergency numbers at the end of this document.

### Things to watch for:

1. **Fleas** are common for neglected or stray dogs coming out of the shelter. If your foster dog is scratching or if you detect fleas on the dog, contact us to get some flea control.
2. **Kennel Cough** is unfortunately common. Kennel cough is an airborne illness and can be spread easily. Quarantine your foster dog away from other dogs until the kennel cough is resolved. Most often dogs will get over kennel cough on their own in about 7-14 days, as it is caused by a self limiting virus. Occasionally a secondary infection may occur and your foster dog will need antibiotics to help speed recovery. If your foster dog shows signs of yellow or green mucus, contact us to arrange for a vet appointment.
3. **Parvo** is caused by a virus that invades the intestinal wall and causes inflammation. Parvo can be deadly to dogs and is most common in puppies under 5 months of age. Parvo is highly contagious and the virus is shed in the feces. Initial symptoms of Parvo are severe diarrhea and vomiting. You may also notice lack of appetite, depression and fever. You may see blood in the stool and the stool may have a foul odor. If you suspect your foster dog may have Parvo, contact us immediately. (This would be rare in senior dogs.)
4. **Matted Hair** - You may end up fostering a dog that has not been groomed in months and months. If your foster dog is severely dirty or matted, he may need an appointment with a groomer. POMDR has volunteer groomers who can help your foster dog look better and feel better. If you think your foster dog needs to be groomed, contact us to have an appointment arranged. He'll feel much better once groomed and will be so appreciative! If you have a foster dog for several months, let us know when he is in need of grooming again which can be as often as every 6-8 weeks for some breeds.

If you are unsure about the health of your foster dog or have questions about the behavior of your foster dog, call one of us to discuss the symptoms and to answer questions. In case of a medical or behavior emergency, refer to the emergency contact list.

Please do not take your foster dog to the vet without prior approval from POMDR. Many things can be treated without seeing the vet. If the dog needs to be seen, we can get her into our veterinary clinic for an exam.

### **Foster Dog Appearance:**

If you and your foster dog are appearing in public at an adoption day fair or tabling event, it is important to remember that your foster dog is on display. You want him to look his very best and put his best paw forward! Not only will your foster dog feel better when properly groomed, but the public will see that we take good care of our four legged friends. Following is a quick check list:

1. Eyes, ears and coat clean?
2. Nails clipped?
3. Hair mats combed out?
4. Sweet smelling breath?
5. Wearing his collar with POMDR tag?
6. Wearing harness with 6 foot leash attached? (**no Flexi leashes**)

## The Adoption Process

Shortly after getting your foster dog, POMDR will contact you to schedule a photo session. Getting a good photo of your foster dog can make a big difference in the number of inquiries we get for him. Feel free to take your own photos or video of your foster dog and email them to **emily@pomdr.org**. If the quality is good enough, we may be able to use them on our website or social media. Pictures taken in daylight without a flash tend to come out better and prevents “red eye.”

We ask that you bring your foster dog to as many adoption events as possible. We also do special events from time to time that fall on various days. It is best if you are able to stay with your foster dog since you are the person who knows him the best and can talk with potential adopters about his needs and personality. If you cannot stay at an event with your foster dog, we can assign a volunteer dog handler to stay with him. We ask that you wear a POMDR T-shirt or sweatshirt at events to identify yourself as a volunteer. Be sure your foster dog is wearing his Adopt Me bandana at events. When you walk your foster dog in public areas he should wear his Adopt Me bandana for additional exposure. Keep a few POMDR business cards in your pocket in case anyone is interested in filling out a questionnaire online.

When we receive an adoption questionnaire for your foster dog, we will do the initial screening and then refer calls to you. We ask that you return calls or emails to potential adopters within 24 hours. In this conversation, you can tell the potential adopter more about your foster dog and ask any questions you might have of them. (See the adoption counselor manual for specific screening questions.) You know your dog’s needs the best. If in that initial conversation you know this is not a match, now is the time to let our Adoptions Coordinator know so he can speak with the applicant. This prevents you from getting their hopes up and causing bad feelings.

If the caller sounds like a good candidate, you can arrange for a time for him to meet the dog. If they have a dog or dogs of their own, it’s a good idea for the dogs to meet to be sure they will get along. Meeting on neutral territory can be a good idea. **If you are a first-time foster and/or uncomfortable doing the meet and greet by yourself with prospective adopters, a POMDR lead volunteer will accompany you.**

If it’s a good match, let us know and we can arrange for a home inspection which you or another POMDR volunteer can do, and then we can arrange to have the adoption contract completed. Then your foster dog can go to his new home!

If you are not comfortable making a final decision, we are here to support you. The POMDR staff and lead volunteers can help facilitate or deny the adoption at any point in the process. If you have any questions or concerns about the adoption, do not hesitate to contact us.

## Adoption Follow Up

We have volunteers who follow up with adopters on a regular basis throughout the dog’s lifetime. If you are staying in touch with the adopter, we appreciate receiving any updates or photos they may send you. Also, if at any time you know of a behavior issue that has come up, please notify us so we can help troubleshoot any potential problems with a referral to an appropriate trainer.

## Final Note

We hope that this information will help you with your fostering experience. Please feel free to call with questions or concerns. (Refer to your contact list for numbers.) Thank you for caring enough to share your time with homeless dogs. Foster homes are the heart and soul of our work!

## Foster Care Program - Most Important Points

- **We do our best to make sure all the dogs are healthy, but as with anyone, illnesses do come up.** The most common illness amongst our POMDR dogs is kennel cough. If your foster dog starts to cough, please let us know, but also contact us if he shows any other signs of illness. Also, we are not always aware of behavior problems. If your foster dog shows any behavior issues, let us know so we can troubleshoot the issue.
- **It is not a good idea to leave fostered dogs alone, unsupervised, with your household dogs or with children of any age.** Even a friendly dog can accidentally hurt a kitten or puppy while playing or a fight may occur. Feeding the dogs separately and avoiding conflict over food or toys is always a good idea. Also, please do not allow children to walk your foster dog unless an adult is with them.
- **Please keep in mind that your foster dog must go through the regular POMDR adoption process.** If a friend or relative is interested in adopting, have them fill out an online questionnaire and let a staff person or lead volunteer know to expect the questionnaire.
- **Your foster dog's POMDR ID tag will be attached to his collar that is provided when you get him;** please leave the collar and tag on at all times.
- **Foster dogs typically are a “flight risk” for the first 24–72 hours.** Initially they may attempt to get out of the house or yard, under a fence, out a window, slip out a door. Until they bond to you, remain vigilant for their safety.
- **Please do not take your foster dog to the vet without prior approval from one of the people listed below.** If your foster dog needs to go to the vet, we will make an appointment for her to be seen at our clinic.

### Questions about your foster dog(s) call in this order:

Elizabeth:

c: (831) 718-7894

Caitlin:

c: (831) 601-3215

Carie:

c: (831) 601-4253

# Promoting Your Foster Dog For Adoption

Even though lots of potential adopters visit the POMDR website every week, the more you promote your foster dog, the more quickly you will be able to find him or her a great forever home.

Here are some simple ways to promote your dog:

- Ask POMDR for a flyer for your foster dog. We will make one for you.
- Participate in any POMDR events that will help you promote your foster dog. You will receive email updates announcing all the upcoming events every week.
- Post that flyer at your workplace or put one on your office door or outside your cubicle.
- Spread the word at your child's school, your place of worship, or other organization that you belong to.
- Post the flyer at local dog parks. Most have a bulletin board for flyers.
- Don't limit your flyers to just the dog park! Post them in pet supply stores, veterinary offices, clubs, parks, ANY business, really!
- Send an email to your family, friends and colleagues. Let them know about your foster dog and ask them to help you spread the word and to tell their friends and colleagues.
- Record a video of your foster dog or create a slideshow with more photos and have them posted on your foster dog's POMDR web page.
- Make sure you always walk your foster dog with an "I'm Adoptable" bandana or "Adoptable" leash sleeve or "Adopt Me" vest - all available from POMDR.
- Create business cards for your foster dog and keep them in your pocket or purse. These are great to use when you are on your walks. Include a small picture and link to his or her bio at [peaceofminddogrescue.org](http://peaceofminddogrescue.org). We can also provide you with some POMDR business cards to hand out instead of a specific card for your foster dog.
- Post your foster dog on some of the popular free online classified sites and social networking sites. There are even social networking sites specifically for dogs!
- Post information about your foster dog on your Facebook and social media platform. Ask your friends to help spread the word.
- Many companies have newsletters, email lists, blogs or intranets where you might be able to post information about your foster dog.
- See if you can bring your foster dog to work!
- Blog about your foster dog, or find a local community blog and blog about your foster dog there.
- Take your dog for a walk around Lover's Point, Monterey or West Cliff Drive, Santa Cruz or any other place that has a lot of foot traffic. You can even do this with a friend so that someone can be the "spokesperson" while you handle your dog.
- If you have a purebred, or a close to purebred, find out if you can cross-post your foster dog on the local breed rescue website. Most breeds have their own rescue organizations.
- Periodically review your dog's biography on the POMDR site. Does it need to be updated? Can it be improved? Email us any info we should add to your foster dog's write up.
- Think good thoughts. Your foster dog's perfect match is out there!

# Adoption Events

Our adoption events are an excellent way to get exposure for our adoptable dogs, raise awareness about POMDR, recruit new volunteers and supporters and attract new donors.

We hold adoption events almost every weekend in Monterey and Santa Cruz counties.

Dogs typically do not go home with an adopter at adoption events. They meet the dogs, fill out an adoption questionnaire, do a phone or email interview with our adoptions coordinator and the foster parent, have a home safety check, and then go to their new home.



## Adoption Event Protocol

Once you sign up for an adoption event, we provide “on the job training.” The Lead Volunteer at the event is the go-to person for any questions/concerns you may have. Twice a week, our adoptions coordinator sends out an email with a list of opportunities for volunteers to sign up for adoption events. Don’t be shy, hit reply and sign up for a shift. We’ll give you all the information you need to get started.

### Showing Up/Setting Up

- Arrive early -- 10-15 min. -- to unload equipment and set up.
- The Lead Volunteer will be bringing the equipment.
- Keep the table top neat and uncluttered.
- Put bags, bins, misc. items under the table, hidden by the tablecloth.
- Attach a mailing list sign-up sheet to a clipboard and have on the table.



## Attire

- Wear tops (shirt, vest, etc.) with POMDR logo. POMDR attire is for sale at our office and events.
- Wear your POMDR name badge. If you don't have one, the lead volunteer can make one for you.

## Greetings/Interaction with People

- Be mindful of people approaching the table or passing by.
- It's important to stop conversations with one another at this point.
- Make eye contact; engage, and ask if they are familiar with Peace Of Mind Dog Rescue.
- Tell people about our programs and mission.
- Talk about any current event or raffle we have going on -- sell tickets!
- Terminology: be sure to use the terms "adoption" and "adoption fee," as opposed to "buying" a dog.
- Encourage people to visit our website. Tell them that's where ALL our dogs are shown with their bios.

## Ask If They Can Help Us!

- We need volunteers and we especially need **foster homes**.
- Have interested people sign up for our mailing list when they indicate they want to volunteer.
- Give potential volunteers/fosters a questionnaire if they are not comfortable filling it out online.

## Handling Potential Adopters

If someone is interested in adopting, ask them to fill out an adoption questionnaire online. That is the most efficient way for the office staff to receive their request.

- Listen carefully and ask pertinent questions that lead you to learning if they will provide a good home. When people show interest in adopting, keep your ears attuned to what they are saying to you and to whomever they might be with.
- Clues given at the start of the conversation often become deciding factors when an adoption is being considered. Often, red-flag warnings will come up in the earlier conversations and may preclude proceeding further with an adoption.

If any red flags are raised in your conversation, be sure to let the lead volunteer know so the information can be relayed to the staff for further inquiry.

Please familiarize yourself with our adoption policies, adoption questionnaire, adoption contract, and home inspection report shown on the next four pages.

# Adoption Policies

1. Adopter must have a valid identification, with name and present address.
2. Adopter must have an appropriately secure fenced yard for dogs or be committed to taking the dog out on lead only. This is for the dog's safety. The dog may be off leash at an appropriate off-leash play area such as a dog park, beach or hiking trail.
3. Dogs CANNOT be adopted out as an outdoor-only pet. Exceptions can be made for dogs conducive to being outdoor-only dogs with the approval of our Adoption Coordinator.
4. The person who will be responsible for the pet MUST be 18 years of age or older and present at time of adoption.
5. Adopter must have a working telephone.
6. We do not gift adoptions. The person who is going to be responsible for the pet must be present at the time of adoption in order to fill out the paperwork. You might want to suggest to someone that wants to give a dog as a gift that they give a card stating that the gift is a dog, and then come in with the gift-receiver to get the dog (at which time you can determine whether that person really wants the dog).
7. We do not adopt out to anyone who has taken a previous pet to a shelter that euthanizes for space.
8. Landlords must allow pets in rentals.
9. We do not adopt out to anyone planning to dock the tail or crop the ears of the animal.
10. Adopters with poor pet history cannot adopt unless appropriate changes have been made to the satisfaction of the POMDR Executive Director.
11. We do not adopt out to anyone who refuses to fill in or sign any portion of the Adoption Questionnaire or Contract.
12. All animals are to be adopted out as family members only. Animals cannot be adopted out to a place of business, for experimentation, laboratory research, fighting or other commercial use. Search and Rescue, police dogs or service dogs are exceptions for dogs with personalities conducive to being working dogs. The dog must be housed with a family (not living in a kennel environment) and must be guaranteed a lifelong loving home even after retirement.
13. Dogs are not allowed to be adopted out as guard dogs or for hunting purposes.
14. Puppies can only be left alone for 4 hours a day maximum and must attend puppy or level one obedience classes.



P.O. Box 51554  
Pacific Grove, CA 93950  
831-718-9122  
info@peaceofminddogrescue.org  
www.peaceofminddogrescue.org

Patricia J Bauer Center  
615 Forest Ave, Pacific Grove

POMDR is a non-profit Corp.  
TAX ID NO. 27-1154816

### Sample Adoption Questionnaire

*POMDR is committed to making the best match for our adoptable dogs and the best match for the families interested in bringing a new dog into their home. Please provide the following information so that we can make the best matches. Thanks!*

Date \_\_\_\_\_ POMDR Representative \_\_\_\_\_

#### Dog's Information:

Name \_\_\_\_\_ ID number \_\_\_\_\_

Breed/Description \_\_\_\_\_ Age \_\_\_\_\_ Sex \_\_\_\_\_ Altered? \_\_\_\_\_

Where did you hear about this dog? ☐ POMDR Website ☐ Petfinder.org ☐ Pine Cone Ad ☐ Herald Ad ☐ Central Coast Auto Ad  
☐ Adoption Day ☐ Other \_\_\_\_\_

#### Adopter's Information:

Name \_\_\_\_\_ Email \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

Home Phone #: \_\_\_\_\_ Work or Cell Phone #: \_\_\_\_\_

How long at this address? \_\_\_\_\_ ☐ House ☐ Apt. ☐ Condo ☐ Other: \_\_\_\_\_

If renting, does your housing lease allow pets? ☐ yes ☐ no

Name and phone number of lessor \_\_\_\_\_

How many adults at this address? \_\_\_\_\_ How many children? \_\_\_\_\_ Ages \_\_\_\_\_

#### Current and Former Pets:

Description, breed and age of all animals that reside with you now \_\_\_\_\_

If your animals are not spayed or neutered, please explain \_\_\_\_\_

Do your animals have current vaccinations? ☐ yes ☐ no

Other animals you've had ☐ cat ☐ dog ☐ other \_\_\_\_\_

When was the last time and for how long? \_\_\_\_\_

If you no longer have the dog/cat/other, what happened to them? \_\_\_\_\_

Have you ever surrendered one of your pets to a shelter? ☐ yes ☐ no If yes, why? \_\_\_\_\_

#### More about the Home for the Dog:

Are you getting this dog as a gift for someone? ☐ yes ☐ no if yes, for whom? \_\_\_\_\_

If you have children, have they ever had a dog/cat/other in the household before? ☐ yes ☐ no

Where will the dog live and sleep? \_\_\_\_\_

Will the dog be strictly ☐ indoors? ☐ outdoors? ☐ both?

Describe circumstances when and how long the dog would be outdoors \_\_\_\_\_

Who will be the primary caretaker of the dog? \_\_\_\_\_

Who will care for the dog when you are away from home? \_\_\_\_\_

If your dog gets sick, can you afford vet bills? ☐ yes ☐ no

What particularly interested you in this dog? \_\_\_\_\_



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## Sample Adoption Contract

Peace of Mind Dog Rescue is committed to making the best possible match for the dogs in our care. Our intention is to place dogs in lifelong, permanent homes. **If for any reason you are unable to keep or properly care for the dog you adopt from us, please contact us for assistance.**

Dog's Name: \_\_\_\_\_ Microchip#: \_\_\_\_\_ ID Number: \_\_\_\_\_

Breed/Description: \_\_\_\_\_ Sex: M / F Age: \_\_\_\_\_

Medical Care Provided:

DHLPP \_\_\_\_\_ Rabies \_\_\_\_\_ Bordatella \_\_\_\_\_ Deworm \_\_\_\_\_

Senior Blood Panel \_\_\_\_\_ Dental \_\_\_\_\_ Wellness Exam \_\_\_\_\_ Other \_\_\_\_\_

Medical Records available from \_\_\_\_\_

**By signing this contract you are agreeing to the following:** I hereby acknowledge receipt of the animal described above from POMDR and understand and agree to the following:

1. To provide a loving and safe home to my newly adopted dog(s) and to provide any necessary veterinary care, proper food, fresh water, shelter, adequate exercise, and human companionship.
2. To provide a collar for my dog and to ensure that he wears his POMDR ID Tag, Microchip ID Tag, and an ID tag with my contact info at all times. If my dog should be lost, I will notify POMDR and the microchip company immediately.
3. To never give, sell or cause my dog to be used for experimentation, vivisection, animal fighting, guard duty, or any other commercial activity and to never debark my adopted dog.
4. To contact POMDR if I am no longer able to care for him/her.
5. To accept possession of this dog at my own risk and hereby release and waive any right against POMDR now or in the future for any damages to person(s) or property caused by the dog. I agree that the actions of dogs may be unpredictable and that POMDR makes no guarantees as to the dog's behavior and/or temperament.
6. To give my permission for a representative of POMDR to visit the premises where the dog is kept, given reasonable notice, and to remove the dog from my premises if it is judged the dog is not receiving proper care or if there has been a violation of this adoption contract. Such entry shall not constitute trespass upon the premises occupied. I agree to a pre-adoption site visit as well as annual site visits throughout the life of my adopted dog.
7. To take the dog to my veterinarian, within 10 business days of signing this contract, for the purpose of establishing a doctor/patient relationship. POMDR makes every effort to make available for adoption only healthy dogs or dogs with health conditions that are readily manageable. These conditions have been disclosed to me and POMDR's veterinarian's records provided to me prior to my signing this contract. Although the dogs POMDR makes available for adoption have had thorough health checks, it is in my best interest to have an exam conducted with my veterinarian so that he/she may become familiar with the dog and his/her health status. If, as a result of this exam, the dog is diagnosed by my veterinarian as requiring major treatment which was not previously disclosed to me, I will either incur the expense myself or will contact POMDR to discuss having the dog see one of the vets with which POMDR is affiliated. \_\_\_\_\_ **(initial)**

Adopter's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name: (please print) \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Adoption Fee: \$ \_\_\_\_\_ (make checks payable to Peace of Mind Dog Rescue)

POMDR Representative: \_\_\_\_\_

Notes: \_\_\_\_\_

Medical Conditions Needing Follow-Up \_\_\_\_\_

## Sample Home Inspection Report (inspections are optional or as needed)

Applicant: \_\_\_\_\_ Home Visit Date: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Inspection Performed By: \_\_\_\_\_

1. Describe the street:    Busy \_\_\_\_\_    Quiet \_\_\_\_\_    In- Between \_\_\_\_\_

2. Describe the setting:    Rural \_\_\_\_\_    Suburban \_\_\_\_\_    Urban \_\_\_\_\_

3. Is there a yard:    Yes \_\_\_\_\_    No \_\_\_\_\_    Fenced: Yes \_\_\_\_\_ No \_\_\_\_\_ Partially \_\_\_\_\_

4. Describe the fence (height, type, condition):

5. Describe the condition of the home, for example, in good repair, clean, neat.

6. Where will the dog primarily stay? What is the condition of that area?

7. Are there stairs in the home? Will the dog have access to the garage?

8. Describe the behavior of adults among themselves, and to any other pets or children - respectful, hectic, loud, quiet, commanding.

9. Describe behavior of children in relation to adults, to other children and to any pets?

# Helping Paw Program

Our Helping Paw program assists seniors, hospice patients and other pet guardians facing challenging times in keeping their beloved dogs and cats, and provides a bridge to help them stay together as long as possible.

Our Helping Paw program provides volunteer assistance and financial assistance. The financial assistance program is generously funded, in part, by a grant from Animal Welfare and Assistance Group.

Applications for both forms of assistance are available online on our website.

## Volunteer Assistance

**We provide:** Dog walking, emergency foster care or boarding, transportation to vet or groomer.

**Geography:** Monterey, Santa Cruz, San Benito County residents only.

**Income:** There are no income restrictions for Volunteer Assistance.

## Financial Assistance

**We cover:** Urgent medical needs that will alleviate an animal's suffering. We cover expenses for cats and dogs.

**Geography:** Monterey County residents only

**Income:** Clients must qualify as low income.

**Maximum assistance:** \$500

**Spay/Neuter:** Helping Paw dogs and cats must be spayed or neutered to receive assistance. If a pet is not altered, we will pay to alter the pet in addition to the financial assistance granted.

**Referrals:** We are able to refer clients to other resources in our community.

**Food and Supplies:** We provide the following for free for those who need it - food, flea prevention, collars, leashes, id tags, harnesses, crates, dog beds, winter dog clothes and rain jackets.



# Contact List and Phone Numbers

## For General Public

Main Number (voice mail only): (831) 718-9122

Web Address: [www.peaceofminddogrescue.org](http://www.peaceofminddogrescue.org)

Email: [info@peaceofminddogrescue.org](mailto:info@peaceofminddogrescue.org)

## Headquarters:

POMDR Patricia J. Bauer Center

615 Forest Ave, Pacific Grove, CA 93950

Mailing Address: P.O. Box 51554, Pacific Grove, CA 93950

## POMDR Board Clinic:

1251 10th Street, Monterey, CA 93940

(831) 601-1133

## POMDR Benefit Shop:

223 Grand Ave, Suite 1, Pacific Grove, CA 93950

831-312-8991

## Private numbers **(Not for General Public, for volunteer use only)**

General questions call or email Elizabeth Ramsay

[elizabeth@pomdr.org](mailto:elizabeth@pomdr.org)

(831) 718-7894

General medical inquiries and scheduling call or email Kelly Fischer

[kelly@pomdr.org](mailto:kelly@pomdr.org)

(831) 601-1133

For EMERGENCIES call (in this order) and please leave a message. Also helps if you send a text that says "emergency":

1. Carie c: (831) 601-4253

2. Allison c: (831) 601-6121

3. Caitlin c: (831) 601-3215

4. Kelly c: (831) 601-1133

5. Kathy h: (831) 625-5974

If your foster dog has a life-threatening medical emergency and you cannot reach anyone listed above, please go to one of these hospitals:

Blue Pearl, Monterey (open 24/7) - (831) 899-4838

Monterey Vet Emergency & Speciality Clinic (open 24/7) - (831) 373-7374

Pacific and Santa Cruz Vet Specialist, Santa Cruz (open 24/7) - (831) 475-5400



**Thank You**  
**for Helping**  
**Senior Dogs**  
**and**  
**Senior**  
**People!**

