
A guide for Foster Carers



TEAM LEADERS

Each foster carer is assigned a team leader. Team leaders sometimes work in 'buddy' pairs and are assigned a group of up to five foster carers. Your team leaders are there to guide you and to help you with any concerns or issues that you may have. When you join Furry Friends as a foster carer, your team leaders will introduce themselves to you and provide you with their contact details. Please contact them via email, phone or Facebook message when needed.

FACEBOOK FOSTER FORUM

When your fostering registration is complete, you will be invited to join the Furry Friends Foster Forum Facebook Group. This group allows administrators to communicate with the foster carer team. Administrators will post updates and requests in this group and it is a fantastic forum to search for answers to any questions that you may have and to connect with other Furry Friends foster carers. Foster carers are asked to post around 5 new pics and videos of their foster pets along with any updates or stories about their progress into that group every week.

<https://www.facebook.com/groups/379519875521777/>

SUPPLY REQUEST

Foster carers who foster multiple pets can request the following supplies by completing and submitting the Supply Request form on the FFARQ website, <http://www.ffarq.com.au/request-supplies.html>:

- Dry food
- Litter
- Flea treatment
- Worm treatment

In the case where FFARQ do not have the funds to provide the requesting supplies, and the foster carer has out of pocket expenses, a donation tax receipt can be provided upon emailing copies of receipts. This is organised through treasury.

FOOD STANDARDS

Furry Friends volunteers work closely with vets to provide a nutritionally balanced diet suited to the age and needs of the pet. Most of our animals thrive on premium dry foods such as Royal Canin, Science Diet, Black Hawk,

Advance and the like. Optimum is the best option out of the supermarket brands. Dry food is to be available 24/7 and one wet meal per day for adults, more for kittens.

FLEA AND WORM MEDICATION

Pets are treated for fleas monthly and for worms in accordance to their age, however monthly is fine in multi-cat households. Please email your team leader with the date and brand of medication that you give to your foster cat to ensure that accurate records are maintained.

VACCINATIONS

Your team leader will arrange the vaccinations by one of our volunteers shortly after your foster cat arrives. Please confirm with your team leader when the pet has been vaccinated and confirm the batch number of the vaccination.

VETWORK

Your team leader will arrange desexing and microchipping (routine procedures) shortly after your foster pet arrives in your care. If you think your foster pet is ill, and observe lethargy, lack of appetite, signs of pain or withdrawal, vomiting, diarrhea or bleeding, please contact your team leader immediately to discuss a vet visit.

THE ADOPTION PROCESS

To ensure we find the right forever home for your foster animal, Furry Friends follows a structured process for adoptions. Your team leader will help guide you through the process and will support you in making the overall decision when you think the new parents/family are a good fit with your foster pet.

Please refer to the Furry Friends Animal Rescue QLD Foster Carer Adoption Policy and Procedure that was provided to you.

Expression of Interest (EOI)

To begin, the interested person must complete an Expression of Interest Form (EOI) located on our website. When Furry Friends receives and approves an application your team leader will email you a copy for you to read and get to know a little about the applicant prior to them meeting your foster animal.

After reading the application, you will need to call the applicant and arrange a suitable time/day for them to come and meet your foster animal. If they have another animal, a meeting between the new and existing animal needs to be completed to ensure that they get along.

Meet and Greet

Please arrange for one meet and greet at a time. Await the decision of the first meet and greet before proceeding to the next one. During the meet and greet be sure to watch the interaction between the potential new family and the foster animal. We suggest that you:

- make general conversation and find out about their family
- tell the family about your foster animal. Be honest and forthcoming with information. After all, we want this to be your foster animal's "Forever Home"

If they decide at the time that they wish to adopt and you are happy with them to be your foster animal's new

family, ask them to pay the adoption fee into the Furry Friends account.

Payments via direct deposit or internet banking can be made with the following details.

Bank: CBA

BSB: 064 448

Account No: 1028 6554

Account Name: Furry Friends Animal Rescue

Once payment is received, your foster animal is ready to be picked up and taken to their new home. If they wish to take the foster animal home at the meet and greet, a screen shot of the successful bank transfer must be emailed ASAP to your team leader. Furry Friends **do not** accept cash payments or part payments.

Adoption Trial Period

Every adopter is given a two week trial period. In this time, if they feel that the animal is not fitting into their family, they must return them to Furry Friends and their money will be refunded. If after two weeks they decide to return the pet, then no refund is applicable.

If your foster animal settles into their forever home and passes their two week trial, Furry Friends administrators will electronically send out all vet certificates and a change of ownership form to the adopters. The adopter is asked to send the Change of Ownership (COO) form to the registry for their microchip to be transferred into their name.

Post Successful Adoption

Following adoption, we encourage the new parents/families to send updates so that we can celebrate their successful rehoming story.

Pre-Adoption Process

All adopted animals must be desexed and all their vaccinations and flea/worm treatments up-to-date. If an adoptee wants to adopt an animal that has not had it's vetwork completed, they can choose to pre-adopt. The adoptee will pay for the animal and once the vetwork is complete, collection of the animal is arranged.

Pet Store Partnerships

If your foster animal is selected to go to one of our partner pet stores, you will be contacted to administer required flea or worm treatments, and to arrange delivery of your animal to the store. Furry Friends will display your foster animal for a maximum of two weeks in the store. If the animal is not settling in well in the store enclosure, the animal will be returned to foster care.

If your foster animal is adopted through the store, you will be asked to contact the adopter with additional information that you have acquired during caring for the animal as their foster parent. We hope that this step will provide comfort to you that your foster animal, in which you have cared for, has gone to a loving home. This will also assist the adoption to be a successful one.