

# D90 Foster Handbook

## *Puppy Fosters*



[BeDallas90.org](http://BeDallas90.org)



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Thank you so much for fostering a shelter pet! You are helping us save lives. Here's what you'll find in this packet.

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# Who to Contact

## General Questions & Emergency Contacts

To reach the foster team, please email [DASFoster@dallas.gov](mailto:DASFoster@dallas.gov)

If you are having an emergency between 9 a.m. and 6 p.m., please call 214-671-1928

If you are having an emergency after 6 p.m. and you live in the city of Dallas, please call 311. If you live outside of city limits, please call **469-936-0101**.

*All other emergencies will have to wait until 9:00am or if you choose to take your foster pet to an Emergency Veterinarian, you are welcome to do so. Please note that the City of Dallas is unable to reimburse medical expenses.*



## Medical Questions

Please text FOSTER to **866-603-3692** to opt into text messages with our foster medical team. After opting in, please send us your pet's name, A number, a description of symptoms, and photos (if applicable).

*By texting Foster to 866-603-3692, you agree to receive promotional messages sent via an autodialer. You also agree to the terms of service ([website.com/terms-and-conditions/](http://website.com/terms-and-conditions/)) and privacy policy ([website.com/privacy-policy/](http://website.com/privacy-policy/)). This agreement isn't a condition of any purchase. Message frequency varies. Message and data rates may apply. Reply STOP to opt out; HELP for more information.*

*All other emergencies will have to wait until 9:00am the next day, or you can choose to take your foster to an emergency veterinarian. Please note that the City of Dallas is unable to reimburse for medical expenses.*

## Can't Keep Your Foster Pet?

If you cannot keep your foster any longer and need to surrender them back to the shelter, please book an appointment at [\*\*www.das.as.me/fostersurrender\*\*](http://www.das.as.me/fostersurrender)



# Your First Day as a Foster

Here is a list of everything you should do in the first few days of taking your foster pet home. The sooner you get these done, the easier your foster experience will be!

## Sign up for a MyImpact account

If you haven't already, sign up for a MyImpact account. Go to <https://bit.ly/dasmyimpact> to get started.

## Log into your Adopets dashboard

You should have received an email from the foster team with your login information. Please confirm your foster pet is visible at [BeDallas90.org/pets](http://BeDallas90.org/pets). If they are not visible, **please email [DASFoster@dallas.gov](mailto:DASFoster@dallas.gov)**. Adopets works better on desktop than on mobile, so if you're having issues please try switching to a desktop computer first! View instructions for using Adopets on **page 16**.

## Bookmark the Foster Dashboard

For quick reference to the handbook and other resources on-the-go, add [BeDallas90.org/fosterdashboard](http://BeDallas90.org/fosterdashboard) to your favorites or bookmarks!

## Join the D90 Foster Facebook Page

Get support and answers fast from fellow fosters! Share photos, swap supplies, and get advice from seasoned pros. Get connected at [www.facebook.com/groups/d90fosters](http://www.facebook.com/groups/d90fosters)

## Follow us on social media!

We are primarily active on Facebook and Instagram. Follow us at [facebook.com/dallasanimalservices](http://facebook.com/dallasanimalservices) and [@dallasanimalservices](https://www.instagram.com/dallasanimalservices) on Instagram.

## Keep an eye on your email

Check your email for communications about your foster pet, the Foster Newsletter, virtual Foster Town Hall meetings, and upcoming foster adoption events.

# Puppy Foster Tool Kit



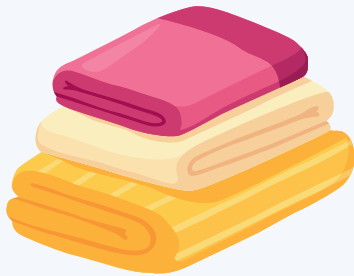
Esbilac puppy formula



Baby or pet wipes



Bottle, syringe, and a variety of nipple attachments



Towels and blankets



Newspaper or puppy pads to line your floor



Puppy food (once old enough to transition from formula)



A variety of toys



Travel kennel



Cleaning supplies



# Basics of Puppy Fostering

Puppy fostering can be fun and rewarding, but it also comes with challenges. Here are some key tips to remember.

**Dallas Animal Services foster puppies must be kept indoors at all times. Puppies should never walk on grass outside until they have received their first few rounds of vaccinations. Parvovirus is a deadly disease that is difficult to treat. Parvo and other diseases can be present on surfaces even years after contact. Keep your puppies safe - keep them indoors!**

Puppies need to be fed on a strict schedule. Carefully follow the [Bottle Feeding Puppies](#) instructions on the following page.

**Puppies should be kept separate from all other pets.** Puppies are extremely fragile in the first few weeks of their life and have not developed immunity from their initial vaccines yet.

**Puppies cannot regulate their body temperature on their own.** They need to be kept in a small room (a bathroom or closet works) with a heating pad that is covered with a blanket or towel to prevent them from overheating.

Puppy fostering can be daunting, and even experienced fosters can run into new challenges. We strongly recommend joining our [D90 Foster Facebook](#) group so you can connect with other fosters to ask advice, swap supplies, and get support or encouragement.

No matter how good of a foster you are, nothing can replace a puppy's mom. Sadly, some puppies fail to thrive or come to us with diseases that do not present until they are in the foster home. Never blame yourself for your puppies getting sick or passing away. If you need emotional support, advice, or anything else following an illness or loss of a foster pet, please reach out to us at [DASFoster@dallas.gov](mailto:DASFoster@dallas.gov). **You're not alone, and we're here to listen.**



# Bottle Feeding Puppies

Follow the instructions on the **Puppy Bottle Feeding and Stomach Capacity Chart** included in this packet. The younger the puppies are, the more often they will need to be fed. Do not force feed or overfeed your puppies as it can cause them to aspirate.

Use 1 part Ebsilac formula to 2 parts water. A part is whatever you are using to measure with. For example, if you're using a tablespoon for measuring, this would mean 1 tablespoon of powdered Ebsilac and 2 tablespoons of water. Puppies cannot digest cow's milk. Please only use formula.

Mix the formula well with water to ensure there are no clumps of dry formula. To heat the formula, place in a warm cup of water. Test the formula on the inside of your wrist to ensure it is warm but not too hot or cold for the puppy to eat.

Poke a small hole in the nipple of the bottle so that milk comes out in drips when you turn it upside down. Some puppies might need to be fed with a syringe and smaller nipple instead, especially in the first week of their life.

If a puppy doesn't want to eat, wait 20 minutes and try again. If they continue to refuse food, contact our medical team through **Anipanion**.

**The Puppy Care Resources** **handout** has links to resources with comprehensive tips on all puppy concerns. We strongly recommend reading all of these guides to ensure you are providing the best care!

Questions? Email [DASFoster@dallas.gov](mailto:DASFoster@dallas.gov).





# Medical Concerns

## Medical Emergencies

If you have an emergency medical situation outside of Anippanion hours you will now be required to drop off and come back to pick up. Early in the day, these will likely be same-day pickups unless it's determined to be Emergency Rescue or Rescue Only, but later in the day, it will likely be a next-day pickup. Emergency medical drop-off is available between the hours of 7 a.m. and 7 p.m. daily.

If the medical team determines when the pet arrives that it is not an emergency, pets will be treated in order of urgency.

Once the pet has been treated, we will reach out to you and let you know when you can pick up.

If there is an emergency outside of DAS hours, you can bring your foster pet to an emergency vet, but **we are unable to pay for the treatment or reimburse fosters for treatment through a third party.**

## Symptoms to Report

- Puppy not gaining weight
- Abnormal stool (please refer to the Puppy Stool Chart), diarrhea or constipation
- Nose or eye discharge
- Abnormal gum color - gums should be pink. Gums appearing pale, dark red, blue, or purple require immediate attention.
- Dark residue in ears and/or scratching at ears
- Vomiting
- Dark yellow or bloody urine
- Anything else you have concerns about - never be afraid to ask a question!

## Ready for Spay/Neuter?

Pets are ready for surgery at 8 weeks or 2 lbs, but we recommend prescheduling your appointment once your pet is 7 weeks old. Schedule a surgery appointment at: [www.das.as.me/spayneuter](http://www.das.as.me/spayneuter)

## Vaccines

Once 4 weeks of age, schedule an appointment for vaccines every 2 weeks: [www.das.as.me/fosterboosters](http://www.das.as.me/fosterboosters)

## Deceased Foster Pet

Contact DAS Foster Team at: [DASFoster@dallas.gov](mailto:DASFoster@dallas.gov) to alert the team and return the pet's remains.







# Puppy Care Resources

## Puppy Care

Puppy Care 101  
<https://bit.ly/pupppycare101>

Puppy Care 101 PDF  
<https://bit.ly/pupppycare101pdf>

Puppy Temp Chart  
<https://bit.ly/puppytempchart>

Milk Replacer Recipes  
<https://bit.ly/milkreplacer>

Puppy Problems & Solutions  
<https://bit.ly/neonatalpuppyissues>

Puppy Bottle Feeding Chart  
<https://bit.ly/puppyfeedingchart>

Puppy Care Overview  
<https://bit.ly/puppycareoverview>

Caring for Orphaned Puppies  
<https://vcahospitals.com/know-your-pet/puppy-orphaned>

Feeding Orphaned Puppies  
<https://vcahospitals.com/know-your-pet/feeding-orphaned-puppies>

Diarrhea in Puppies  
<https://www.maddiesfund.org/diarrhea-in-kittens-and-puppies>

Stimulating Puppies  
<https://bit.ly/stimulatingpuppies>

## Nursing Moms and Litters

Puppies and Moms Foster Guide  
<https://bit.ly/pensacolafosterguide>

Beginner's Guide to Whelping  
<https://bit.ly/whelpingpuppies>

Raising Puppies with Mom  
<https://vcahospitals.com/know-your-pet/puppy-raising>

## More Resources

Puppy Socialization  
<https://bit.ly/socializingpuppies>



# Puppy Bottle Feeding and Stomach Capacity Chart

Puppy Weight (lbs, oz)	Puppy Weight (grams)	Daily Caloric Requirement*	Amount of Formula Per Day (ml)**	Amount Per Feeding (ml)*	Approximate Number of Feedings Per Day***
2 oz	57 g	11 kcal	13 ml	2 ml	6
4 oz	113 g	23 kcal	25 ml	5 ml	6
6 oz	170 g	34 kcal	38 ml	7 ml	6
8 oz	227 g	45 kcal	50 ml	9 ml	6
10 oz	284 g	57 kcal	63 ml	11 ml	6
12 oz	340 g	68 kcal	76 ml	14 ml	6
14 oz	397 g	79 kcal	88 ml	16 ml	6
16 oz (1 lb)	454 g	91 kcal	101 ml	18 ml	6
2 lb	907 g	181 kcal	202 ml	36 ml	6
3 lb	1,361 g	272 kcal	302 ml	54 ml	6
4 lb	1,814 g	363 kcal	403 ml	73 ml	6
5 lb	2,268 g	454 kcal	504 ml	91 ml	6
6 lb	2,722 g	544 kcal	605 ml	109 ml	6
7 lb	3,175 g	635 kcal	706 ml	127 ml	6
8 lb	3,629 g	726 kcal	806 ml	145 ml	6

\* The daily caloric requirement was calculated using 20 kcal/100 g body weight and the amount per feeding using 4 ml/100 g body weight. The energy requirement is ~20–26 kcal/100g body weight daily and the maximum comfortable stomach capacity is ~4 ml/100 g body weight.<sup>1</sup>

\*\* Concentration 0.9 kcal/ml. Most commercial puppy milk replacers in the US provide less than 1 kcal/ml, acting to increase the volume of milk required to meet caloric needs. This can be problematic in terms of the number and size of feedings given relative to stomach capacity and more likely to result in gastrointestinal disturbances. This may also account for why bottle fed puppies grow slower than puppies that nurse off a mother.

\*\*\* As the puppy is adjusting well to the milk and the feeding volume, you may be able to increase the volume fed to help reduce the number of feedings per day. Be aware that exceeding the stomach capacity (amount per feeding) may put the puppy at risk of aspiration, vomiting, diarrhea, and gas build-up in the stomach and intestines.

Puppies at that are between 3 ½ -5 weeks of age are usually eating some solid food, decreasing the amount of milk replacer required to meet daily caloric requirements. This may result in less frequent milk feedings.

<sup>1</sup> Lawler, D. F. "Neonatal and pediatric care of the puppy and kitten." *Theriogenology*, vol. 70, no.3, 2008, pp. 384–392.



## WHAT DOES HEALTHY PUPPY POOP LOOK LIKE?

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Puppies that have been weaned and fully transitioned to puppy food should have firm, brown, worm-shaped poop. However, what's "normal" poop for one puppy might look a little different to another puppy's poop. So it's important to know what's normal for your puppy and to watch for any changes.



### BROWN

Light to dark brown



### WORM-SHAPED

Segmented and formed



### FIRM

Easily picked up and doesn't leave anything on the ground

## WHY DOES PUPPY POOP CHANGE COLOR AND CONSISTENCY?

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An upset digestive system can change the color and/or consistency of your puppy's poop. If the change lasts for more than 24 hours, it's a good idea to have your puppy checked by your veterinarian. Some of the possible causes of tummy troubles are listed below.



### ILLNESS



### TRAUMA



### EXCITEMENT



### STRESS



### SWITCHING DIET FORMULATIONS



### EATING SOMETHING THEY SHOULDN'T HAVE

## CONCERNING POOP CONSISTENCY

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The following poop consistencies are not considered normal and may warrant a call to your veterinarian.



### DRY PELLETS

hard, usually difficult to poop (constipated)



### MOIST PILE

doesn't hold its form when picked up. some poop gets left on the ground



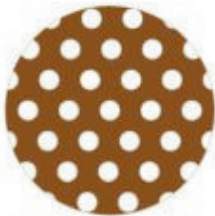
### WET MESS

no form or texture (diarrhea)

## CONCERNING POOP COLORS

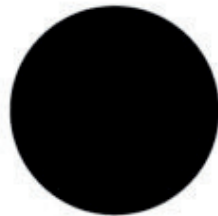
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Sometimes puppies will eat weird things that make their poop change color. However, if your puppy's poop is any of the colors below it's a good idea to have your puppy examined by a veterinarian. In some cases, an emergency clinic visit may be warranted.



### WHITE SPOTS

could be intestinal worms if they look like rice or spaghetti.



### BLACK

could be bleeding from the upper digestive tract.



### RED STREAKS

could be bleeding from the lower digestive tract.



### RED DIARRHEA

could be hemorrhagic gastroenteritis. Seek immediate emergency care



### GREY AND GREASY

could be pancreas issues.



### ORANGE OR YELLOW

could be liver or gallbladder issues.



### WHITE AND CHALKY

could be too much calcium in their diet.



### GREEN

could be gallbladder problems or they're eating a lot of grass.



# Kitten and Puppy Bottle Feeding Problems and Solutions Chart

## Do's and Dont's

- ✓ Weigh kittens or puppies daily
- ✓ Warm milk to 95–100°F before feeding
- ✓ Use the Maddie's Bottle Feeding and Stomach Capacity Chart for [kittens](#) or [puppies](#)
- ✓ Burp your kitten or puppy after every feeding
- ✓ Stimulate orphaned kittens or puppies to pee and poop
- ✗ Never feed a chilled kitten or puppy
- ✗ Never feed a kitten or puppy like a human baby; their feet should be toward the ground
- ✗ Never use a nipple tip that extends past your kitten's or puppy's tongue
- ✗ Don't use homemade milk-replacers long-term; they are only for emergency uses

NOTE: Kittens or puppies can have health problems directly related to the bottle feeding process. If they are otherwise healthy, some of these problems can be resolved at home. If none of the solutions below work, if they appear to be sick, or if any of their littermates have died unexpectedly, contact your foster caregiver immediately. Delayed veterinary care could lead to a negative outcome or longer recovery time.

What You See	Possible Causes	Solution
Coughing, Difficult or Labored Breathing	Inhalation (aspiration) of milk into lungs	<ul style="list-style-type: none"> <li>• If they cough for more than a few minutes or have trouble breathing, contact your foster coordinator immediately to arrange for emergency veterinary care.</li> </ul>
Not Taking the Bottle	Chilled kitten or puppy	<ul style="list-style-type: none"> <li>• See the <a href="#">Maddie's Kitten and Puppy Temperature Chart</a> for normal body temperature.</li> <li>• Warm them up slowly with a Snuggle Safe® disc, hot water bottles, or rice packs.</li> <li>• Wrap the heat source in a towel to slow down warming and prevent burning of the kitten or puppy.</li> </ul>
	Milk is too cold	<ul style="list-style-type: none"> <li>• Warm milk to 95–100°F using a warm water bath; avoid warming up in the microwave.</li> </ul>
	Not hungry	<ul style="list-style-type: none"> <li>• If kitten or puppy is alert and responsive and acting okay otherwise, use a cotton swab to rub white corn syrup on the gums. Wait 30 mins - 1 hour and try feeding again.</li> </ul>
	Sick, lethargic, and/or low blood sugar	<ul style="list-style-type: none"> <li>• Use a cotton swab to rub white corn syrup on the gums.</li> <li>• Contact your foster coordinator to arrange for immediate or emergency veterinary care.</li> </ul>
	Additional advice	<ul style="list-style-type: none"> <li>• If your kitten or puppy goes for longer than 6 hours without taking the bottle, contact your foster coordinator to arrange for emergency veterinary care.</li> </ul>
Diarrhea	Overfeeding	<ul style="list-style-type: none"> <li>• Weigh the kitten or puppy.</li> <li>• Verify the recommended food amount on the Maddie's Bottle Feeding Charts.<sup>1</sup></li> <li>• If feeding the right amount, try smaller amounts more frequently (every 2–3 hours).</li> </ul>
	Milk replacer too concentrated	<ul style="list-style-type: none"> <li>• If using powdered milk replacer, first double-check the label directions for mixing.</li> <li>• Temporarily dilute the milk replacer 50:50 with Pedialyte® for 24 hours.</li> </ul>
	Unclean bottle or nipple	<ul style="list-style-type: none"> <li>• Clean with dish soap and warm water between uses.</li> <li>• Sterilize in boiling water before first use, once every 24 - 48 hours, or between litters.</li> </ul>
	Sour milk	<ul style="list-style-type: none"> <li>• Refrigerate leftover milk replacer in clean, closed containers for no more than 24 hours.</li> <li>• Throw milk replacer away if left out at room temperature for longer than 1 hour, previously warmed up, or contaminated with saliva.</li> </ul>

What You See	Possible Causes	Solution
Diarrhea	Digestive system has not adjusted to the milk replacer	<ul style="list-style-type: none"> <li>Temporarily dilute the milk replacer 50:50 with Pedialyte® for 24 hours.</li> <li>Add a pinch of probiotic powder, Fortiflora®, to the bottle.</li> <li>Swap to a different brand of milk replacer.</li> </ul>
	Intestinal parasites (worms)	<ul style="list-style-type: none"> <li>Contact your foster coordinator to discuss de-worming.</li> </ul>
Vomiting	Overfeeding	<ul style="list-style-type: none"> <li>Weigh the kitten or puppy.</li> <li>Verify the recommended food amount on the Maddie's Bottle Feeding Charts.<sup>1</sup></li> <li>If feeding the right amount, try smaller amounts more frequently (every 2-3 hours).</li> </ul>
	Milk replacer too concentrated	<ul style="list-style-type: none"> <li>If using powdered milk replacer, first double-check the label directions for mixing.</li> <li>Temporarily dilute the milk replacer 50:50 with Pedialyte® for 24 hours.</li> </ul>
	Milk coming out too fast	<ul style="list-style-type: none"> <li>Milk is coming out too fast if: <ul style="list-style-type: none"> <li>It is dripping faster than 1-2 drops per second.</li> <li>It is seen coming out of the kitten's or puppy's nose.</li> <li>The kitten or puppy is swallowing more frequently than every 2-3 suckles.</li> </ul> </li> <li>Get a new nipple. Poke a hole in the tip with a hot needle or cut a snip in an "X" shape. See <a href="#">Maddie's How to Bottle Feed Kittens and Puppies</a> for a video on how to do this.</li> </ul>
	Milk too cold	<ul style="list-style-type: none"> <li>Warm milk to 95-100°F using a warm water bath; avoid warming up in the microwave.</li> </ul>
	Unclean bottle or nipple	<ul style="list-style-type: none"> <li>Clean with dish soap and warm water between uses.</li> <li>Sterilize in boiling water before first use, once every 24 - 48 hours, or between litters.</li> </ul>
	Sour milk	<ul style="list-style-type: none"> <li>Refrigerate leftover milk replacer in clean, closed containers for no more than 24 hours.</li> <li>Throw milk replacer away if left out at room temperature for longer than 1 hour, previously warmed up, or contaminated with saliva.</li> </ul>
Constipation	Milk replacer too concentrated	<ul style="list-style-type: none"> <li>If using powdered milk replacer, first double-check the label directions for mixing.</li> <li>Temporarily dilute the milk replacer 50:50 with Pedialyte® for 24 hours.</li> </ul>
	Dehydration	<ul style="list-style-type: none"> <li>See the Dehydration section below.</li> </ul>
	Orphans: Need stimulation to pee and poop	<ul style="list-style-type: none"> <li>Check out: <a href="#">How to Stimulate an Orphaned Kitten or Puppy to Pee and Poop</a>.</li> </ul>
	Additional advice	<ul style="list-style-type: none"> <li>Swap to a different brand of milk replacer.</li> <li>Temporarily dilute the milk replacer 50:50 with Pedialyte® for 24 hours.</li> <li>Kittens and puppies normally poop once every 1 - 2 days. If they haven't pooped in 2 days or more, are crying, or straining, contact your foster coordinator immediately. An enema may be needed.</li> <li>Don't give mineral oil to your kitten or puppy (by mouth or by bottle).</li> </ul>
Distended Belly	Overfeeding	<ul style="list-style-type: none"> <li>Weigh the kitten or puppy.</li> <li>Verify the recommended food amount on the Maddie's Bottle Feeding Charts.<sup>1</sup></li> <li>If feeding the right amount, try smaller amounts more frequently (every 2-3 hours).</li> </ul>
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What You See	Possible Causes	Solution
Distended Belly	Milk too cold	<ul style="list-style-type: none"> <li>Warm milk to 95–100°F using a warm water bath; avoid warming up in the microwave.</li> </ul>
	Chilled kitten or puppy	<ul style="list-style-type: none"> <li>See the <a href="#">Maddie’s Kitten and Puppy Temperature Chart</a> for normal body temperature.</li> <li>Warm them up slowly with a Snuggle Safe® disc, hot water bottles, or rice packs.</li> <li>Wrap the heat source in a towel to slow down warming and prevent burning of the kitten or puppy.</li> </ul>
	Swallowing air while nursing	<ul style="list-style-type: none"> <li>When bottle feeding, position the kitten or puppy with their feet down (sternal), and with head and neck stretched upward and forward. Don’t let the neck extend too far back.</li> <li>Avoid air in the nipple by holding the bottle upright; stopping feeding before the amount of milk in the bottle is low; and not shaking the bottle, creating bubbles.</li> <li>Burp your kitten or puppy after every feeding.</li> </ul>
	Constipation	<ul style="list-style-type: none"> <li>See the Constipation section above.</li> </ul>
	Orphans: Need stimulation to pee and poop	<ul style="list-style-type: none"> <li>Check out: <a href="#">How to Stimulate an Orphaned Kitten or Puppy to Pee and Poop.</a></li> </ul>
	Intestinal parasites (worms)	<ul style="list-style-type: none"> <li>Contact your foster coordinator to discuss de-worming.</li> </ul>
	Fluid in the abdomen	<ul style="list-style-type: none"> <li>Contact your foster coordinator to arrange for immediate or emergency veterinary care.</li> </ul>
Restless and Crying	Hungry	<ul style="list-style-type: none"> <li>Weigh the kitten or puppy.</li> <li>Verify the recommended food amount on the <a href="#">Maddie’s Bottle Feeding Charts</a>.<sup>1</sup></li> <li>If feeding the right amount, try smaller amounts more frequently (every 2–3 hours).</li> </ul>
	Uncomfortable	<ul style="list-style-type: none"> <li>Check for constipation; see the constipation section above.</li> <li>Contact your foster coordinator to arrange for immediate or emergency veterinary care.</li> </ul>
Weight Loss or Lack of Weight Gain	Underfeeding	<ul style="list-style-type: none"> <li>Weigh the kitten or puppy.</li> <li>Verify the recommended food amount on the <a href="#">Maddie’s Bottle Feeding Charts</a>.<sup>1</sup></li> <li>If feeding the right amount, try smaller amounts more frequently (every 2–3 hours).</li> </ul>
	Milk replacer too dilute	<ul style="list-style-type: none"> <li>If using powdered milk replacer, first double-check the label directions for mixing.</li> <li>If diluting the milk replacer, cut back on the amount of Pedialyte® or water added.</li> <li>Try feeding your kitten or puppy more frequently (every 2–3 hours).</li> </ul>
	Fading Kitten or Puppy Syndrome	<ul style="list-style-type: none"> <li>If the kitten or puppy appears to be sick or lethargic, or does not start putting on weight within 1–2 days of trying the above solutions, contact your foster coordinator to arrange for immediate or emergency veterinary care.</li> </ul>
Dehydration	Underfeeding	<ul style="list-style-type: none"> <li>Weigh the kitten or puppy.</li> <li>Verify the recommended food amount on the <a href="#">Maddie’s Bottle Feeding Charts</a>.<sup>1</sup></li> <li>If feeding the right amount, try smaller amounts more frequently (every 2–3 hours).</li> </ul>
	Not Taking the Bottle	<ul style="list-style-type: none"> <li>See the Not Taking the Bottle section above.</li> </ul>
	Diarrhea	<ul style="list-style-type: none"> <li>See the Diarrhea section above.</li> </ul>
	Vomiting	<ul style="list-style-type: none"> <li>See the Vomiting section above.</li> </ul>
	Additional Advice	<ul style="list-style-type: none"> <li>Dehydration is difficult to assess in a very young kitten or puppy (0–4 weeks).</li> <li>Temporarily dilute milk replacer 50:50 with Pedialyte® to increase fluid intake.</li> <li>Contact your foster coordinator to arrange for immediate or emergency veterinary care.</li> </ul>

<sup>1</sup> Maddie’s Bottle Feeding and Stomach Capacity Chart for [kittens](#) or [puppies](#).





# Adoption Marketing

**The final step in fostering puppies is finding them a home! Thankfully, puppies are always in high demand. Here are some tips to help you quickly find them a loving adopter.**

## Photos and Video

If you have a smart phone or digital camera, taking photos of your foster puppy is simple. We recommend putting them on a clean blanket and squeaking a toy to grab their attention, and snap a picture when they are looking up at the camera. You can also add videos to your pet's profile! If you're savvy with video editing, this is a great opportunity to show off your foster pet's personality. You may upload a YouTube or Vimeo link to your pet's Adopets profile. We are also happy to assist uploading short unedited clips to your foster's profile.

Email photos and video to **DASPhotos@dallas.gov** or upload them yourself to your foster pet's Adopets profile. Please see the following page for more information about Adopets.

## Adoption Bios

A short bio can greatly improve your foster pet's chances of getting adopted quickly. Here's a template for kitten adoption bios. Or, use the Petsmart Charities Rescue Writer AI adoption bio generator at <https://rescuewriter.ai/>.

Hi! My name is \_\_\_\_\_. I am a [brave/feisty/shy/sweet/cuddly] puppy ready to find a loving family. My favorite activity is [napping/playing/exploring]. In my foster home, I live and get along with [kids/other dogs/cats/small animals]. I can't wait to meet you! To reach out to my foster family about adopting me, hit the "I'm Interested" button.

Email your foster's bio to **DASBios@dallas.gov**.

## Social Media

Chances are, someone connected with you on social media is looking for a puppy, or knows someone who is! Post about your foster puppy on all social media platforms you use, as well as Nextdoor or any places you connect with neighbors or coworkers.

*Be sure to include a link to their adoption profile on Adopets!*

**Found an adopter for your foster? Email [DASFoster@dallas.gov](mailto:DASFoster@dallas.gov)**





# Accessing Adopets

**Adopets is the platform we use to network our adoptable pets in the shelter and in foster homes. As a foster, you can quickly update your foster's photos and respond to adoption inquiries through this site.**

## Creating Your Account

Once you have been paired with your foster pet, our team will invite you via email to create a profile. Click the "Register" button to get started. You will now be able to access your dashboard.

## Uploading Photos

Our staff receives hundreds of photos every day to upload for pets in the shelter and in foster homes, so the fastest way to get new photos on your pet's profile is to do it yourself!

To upload photos, click on your foster pet. A popup will zoom out with three pink dots in the upper right hand corner. Click on those dots. In the list that drops down, select Edit Pet Profile. Here you will be able to upload images to your foster pet's profile. Upload them in the order in which you wish them to appear. The first photo should be a clear, well-lit photo that shows your foster pet's face.

Videos can be upload just below the photos. Adopets requires a YouTube or Vimeo link. Upload your video to YouTube or Vimeo, ensure the privacy settings for the video are set to public viewing, then copy/paste the sharing link into the indicated field.

## Responding to Adoption Inquiries

Dallas Animal Services has an open adoption policy. Please respond to adoption inquiries in the order they are received. If you respond to an interested adopter and they don't respond within 48 hours, feel free to move down the list to the next interested adopter. To respond to interested adopters or archive those who have not responded within 48 hours, click the "Actions" button.

## Troubleshooting & More Detailed Instructions

Adopets help chat is usually very responsive. If you reach out to the chat team and still need help, please reach out to the foster team at [DASFoster@dallas.gov](mailto:DASFoster@dallas.gov). Find the Adopets FAQ here: <https://tinyurl.com/chr66dx4>

**Found an adopter for your foster? Email [DASFoster@dallas.gov](mailto:DASFoster@dallas.gov)**





# Finalizing Adoptions

## After the adoption has been finalized through the DAS Foster Team - Handing off your foster pet to their adopter

Until the animal has been fully processed in the DAS system, meaning the adopter has signed all paperwork and the animal has been spayed or neutered, the animal is still the property of DAS. This means that the animal cannot go to the adopter's household. Once paperwork has been processed, a Foster Parent can either bring the animal to DAS or meet the adopter at another location to transfer ownership. Remember, if you do not get the approval from the DAS Foster Team or DAS Adoption Team, the animal is not eligible to leave the foster home. Once your paperwork has been processed, we will send you an email to confirm that you are able to proceed with a hand off of your foster pet to their new adopter.

### What happens next?

If you'd like updates on your foster in their new home, you can ask the adopter for their contact information. However, not all adopters wish to stay in touch. That's okay! It can be difficult to not hear more about the pet you cared for, but the important thing is that they are in a loving home.





# FOSTER MENTORING CALLS

**Need advice? Want support? We got you!**

Adopets Training | Marketing Tips | Events Support  
Training Tips | 1-on-1 Mentoring

**For additional guidance from the fosters who  
have been there, done that...**

**Join the Foster Mentoring / Support Calls!**

**2nd Saturday of every month at 9:00 a.m.**

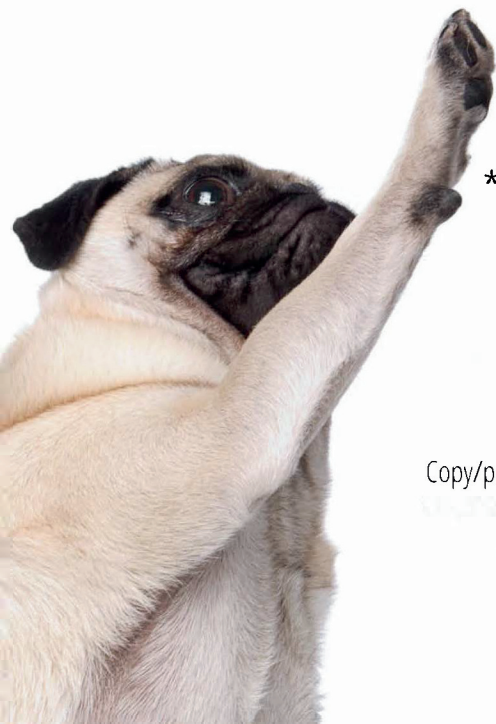
Join via Microsoft Teams

Meeting ID: 240 072 660 36

Passcode: g5VjRk

\*DAS Staff is present on the call as well\*

Copy/past this URL in your browser, then enter the meeting ID and passcode to join:  
<https://www.microsoft.com/en-us/microsoft-teams/join-a-meeting>





# Important Disclosures

## Anti-Harassment Policy

DAS's anti-harassment policy expresses our commitment to maintain a workplace that is free of harassment, so our employees and guests can feel safe and happy. DAS strives to create and maintain a work environment in which people are treated with dignity, decency and respect. In accordance with all federal, state, and local laws, DAS expressly prohibits discrimination or harassment based on race, color, religion, creed, gender, pregnancy, age, national origin, ancestry, physical or mental disability or handicap, citizenship, marital status, sexual orientation, military or veteran's status, or any other protected classification. DAS expressly forbids and will not tolerate any actions (e.g., words, jokes, comments, or gestures) that unreasonably create an intimidating, hostile, or offensive environment. DAS will take appropriate and immediate action in response to complaints or knowledge of violations of this policy. For purposes of this policy, harassment is any verbal or physical conduct designed to threaten, intimidate, or coerce an employee, coworker, client, volunteer, or any person working for or on behalf of DAS. Anyone engaged in sexual or other unlawful harassment will be subject to release from the Foster Program with DAS. If a Foster Parent or other any other individual who is associated with the Foster Parent (i.e., babysitter or other adults in household, etc.) ("Foster Parent Affiliate") believes they are the victim of harassment or have witnessed harassment of any kind, immediately notify the DAS staff contact with the Foster Team. DAS will not tolerate any retaliation, harassment, or intimidation of any DAS employees or volunteer(s) who makes a complaint under this policy or who assists in a complaint investigation. Any retaliation, harassment, or intimidation by a Foster Parent may result in termination of the Foster Parent's Relationship with DAS. Investigation of reports of harassment will be conducted, and these investigations will be kept as confidential as is practical. Following the investigation, the Foster Parent who filed the complaint will be informed of the findings and the action taken. If, because of the investigation, DAS determines that an employee of DAS, a Foster Parent, an Affiliate, or volunteer has engaged in harassment or illegal discrimination in violation of this policy, DAS will take appropriate corrective measures. Such action may range from counseling to immediate termination of employment or release from the Foster Parent's relationship with DAS, or possible legal action.

## Conflicts of Interest

As a supporter of and volunteer for DAS, a Foster Parent should avoid any outside activity that could negatively affect the independence and objectivity of your judgment, interfere with timely and effective performance of your duties and responsibilities, discredit DAS, or conflict/appear to conflict with DAS' best interest. The success of DAS rests on its reputation and the goodwill of the community. Unless expressly authorized, no outside 4 | Page activity should involve the use of DAS assets, funds, materials, facilities, or time or services of other DAS affiliates. Violations of this policy may result in release from the Foster Parent's relationship with DAS. If a Foster Parent is asked to take part in an activity that conflicts with the vision and philosophies of DAS, or if a potential or actual conflict of interest arises, please reach out to a DAS Foster Team member.

## Adoption Prices and Receiving Payment

All adoption fees are waived for foster pets unless otherwise noted. If an animal has been identified as having an adoption fee associated with them, the adoption process will need to be carried out at the main facility. Payment must be given directly to a DAS employee. A Foster Parent shall never collect money on behalf of DAS or solicit money from potential adopters for any reason.

## Suspected Mistreatment of a Foster Pet

If there is suspected mistreatment of a foster pet, DAS will take appropriate measures to investigate. If you are found to have mistreated an animal, either as a Foster Parent or before joining the program, you will be immediately suspended while we investigate and possibly terminated from our Foster Program. A Foster Team member will contact you if there are any concerns.



# Disclosures Continued

## Legal Guardianship of Animals

All animals in the foster program are the legal property of DAS until the adoption paperwork has been processed, foster team has sent approval of paperwork received, and the animal has been altered. If adoption paperwork has been received, but the animal has not been spayed or neutered, this animal will still be the property of DAS.

## Health and Temperament

DAS does not guarantee any health or temperament of an animal entering your care. By taking an animal into your home, you are acknowledging that you will accept the risk of taking an animal home with unknown or limited history. All medical and behavioral information will be divulged at the time of pick up. It is the responsibility of the Foster Parent to ensure they are following the proper protocols for keeping their foster pet and family safe.

## Stolen Foster Pet

If you believe a foster pet is stolen while in your custody, please contact the Foster Team immediately. We also ask that you call 911 and create a police report to give any information that you might know about the situation. In addition, follow the same steps that are outlined above in the Lost Foster section. DAS will also consider an animal stolen if we have been unable to contact you, the Foster Parent, and the animal has not yet been spayed or neutered. The Foster Team will send out communication during the fostering process periodically. If at any point during this period we believe you as the Foster Parent have become unresponsive, we will make every attempt to reach you. If at 60 days in the foster home we have been unsuccessful in making contact, DAS staff will proceed by releasing the animal as missing or stolen in the DAS Database. This could prohibit you from being able to foster or potentially adopt from DAS in the future.

## Lost Foster Pet

Sometimes, despite your best efforts, your foster pet may escape from you or your home. If this should happen, please email the DAS Foster Team immediately with the following information:

- The animal's A# (EX: A1234567) and Name (this can be found on your foster pet's paperwork or emails)
- Last known location
- Date and time of escape
- What the situation was when escape occurred (opening the front door, walking the foster pet, etc.)

We suggest that you put up fliers around your neighborhood and place ads on local lost and found websites, Facebook pages (including your personal page and the DAS Volunteer and Foster page), and Nextdoor. Should the animal be picked up by an Animal Services Officer of DAS, the Foster Team will be notified and will contact you immediately. The Foster Team can request that an officer be sent out to survey the area if the animal was lost in the city of Dallas. Always keep the Foster Team informed with any updates by phone or email.