

Local Host Supplies

Check-in supplies —

Check in forms should be on two or three part carbonless paper. Sample forms are available on this website. Multiple copies generate the surgery take-home form for the client and onsite records at one time.

Pens, tables, folding chairs, tape, markers (Sharpies are best), and sheets to cover cages of frightened dogs or cats.

Carriers or wire cages, fully assembled and ready to go.

The pre-op exam of dogs will be completed as dogs arrive at the clinic, so check in supplies will include mainly items brought by the visiting team; the scale, a thermometer, stethoscope, and watches for noting pulse and respiration. Muzzles and slip leads will be on hand.

Trained staff or volunteers must be available for these tasks.

Supplies During the day—

Cleaning supplies, blankets, towels, newspaper, paper towels, a stretcher (may come with the visitors or may be made of a folded blanket), a working phone if possible, small paper bowls (for water and food after animals wake up), folding tables for supplies.

Designated volunteer tasks include overseeing **the recovery area**, which includes making sure the final paperwork is done properly and moving animals to and from the holding area to the prep area to the surgery tables and into recovery. **These tasks should be considered when scheduling volunteers to be sure that folks who are able to lift are there at the time large dogs are having surgery.**

Recovery and check-out supplies (mostly brought by the visiting team)

These supplies are for the recovery space and the check-out process. The supplies will differ slightly from one veterinarian to another, so ask well beforehand. Some veterinarians prefer the animals to be vaccinated or treated for parasites after surgery and once they are in the recovery area.

- Blankets
- Heating blanket
- Stethoscope
- Thermometer
- Hot water bottle or rice socks
- Chairs
- Tables
- Corn syrup
- Canned cat and dog food
- Paper bowls
- Any topical flea or tick treatment that is applied during this time

Check out—

Volunteers will explain aftercare to each person picking up an animal and should point out the aftercare number on the take home sheet. Covering the instructions verbally is important even though written aftercare instructions are handed out.

Any paperwork which needs to be done at check-out must be completed and animals that are on site overnight must be watered, fed, and dogs will be walked if possible. Leashes, disposable bowls, water, etc are needed.

Signs are important for both clients and staff. Downloadable signs are on our website. We recommend signs for designating the check in desk and the holding areas, cat rooms and more. They can be used to route foot traffic away from the surgery and prep areas.