



# Doggy Day Out Manual

# Table of Contents

Doggy Day Out Agreements.....	3
HSSV phone numbers & Contacts.....	4
In case of an Emergency.....	4
Types of Emergencies.....	5
Before you pick up your dog.....	5
If your dog gets loose.....	6
If a bite Occurs.....	6
If someone is interested in adopting.....	6
HSSV's Social media links.....	7

# WELCOME!

First and foremost, THANK YOU for gifting your time to our shelter dogs! By taking them out for just a few hours a day, our temporary residents can exert pent up energy as well as be mentally stimulated to new experiences and people! As a result of a “Doggy Day Out”, our dogs are less anxious or exuberant when they meet potential adopters and they gain useful life skills that they wouldn’t get from just sitting and waiting in the shelter. Another added bonus is that people who are not likely to come into shelters are still able to see our available animals!

## AS A DOGGY DAY OUT VOLUNTEER, YOU MUST AGREE TO

- Have your day companion under YOUR supervision at all times
- Never leave children unattended with any dog
- Inform us right away if the dog bites anyone (you included)
- Keep the dog on leash unless confined in your home/back yard.
- Do not take your dog to off-leash dog areas, dog parks, or do dog introductions while on your trip
- Pick up and return the dog at the agreed upon times
- Transport the dog in a safe manner by either being in a crate or safely restrained in a back seat
- Keep the dog offsite (aka do not walk it around HSSV property or take into our dog parks)
- Report any behavior or medical concerns to your coordinator
- Keep the dog safe by providing adequate rest, shade, shelter and water
- Utilize only positive reinforcement training (do not verbally or physically punish the dog)
- Have a cell phone with you at all times that can be used to contact you
- Present the dog in a positive way to potential adopters and members of the public
- Share your day adventures with HSSV and/ or social media!

## **Humane Society Silicon Valley Phone Numbers and Contacts**

**Humane Society Silicon Valley: 408-262-2133 / HSSV fax number: 408-262-2131**

For general question/ info /non-emergencies/ scheduling:

**doggydayout@hssv.org**

Michelle Suarez  
408-262-2133 ext. 102  
Email: michelle.suarez@hssv.org  
Avail: Sunday-Thursday

Laura Birdsall  
408-262-2133 ext. 166  
Email: laura.birdsall@hssv.org  
Avail: Tuesday - Saturday

Melissa Lopez  
408-262-2133 ext. 184  
Email: melissa.lopez@hssv.org  
Avail: Tuesday-Saturday

Kara Fike  
408-262-2133 ext. 167  
Email kara.fike@hssv.org  
Avail: Tuesday – Saturday

## **In case of an emergency**

Please call (408)262-2133 x188 and return dog to HSSV immediately during day hours

For after hours (7pm-7am) please call (408)406-5682

**(Please use for emergencies only)**

HSSV Customer Service: (408) 262-2133 ext. 110

**\*\*\*After manager approval, you may be directed to one of the following clinics \*\*\***

Adobe Animal Hospital:  
650-948-9661  
4470 El Camino Real, Los Altos

SAGE Emergency Care  
408-343-7243  
907 Dell Ave, Campbell

## Emergencies that require immediate attention:

- o Sudden or blowout diarrhea where dog has no control at all
- o Temperatures over 104 degrees
- o Extreme dehydration – If you pinch the skin and the skin remains tented for 5 seconds. (The eyes may appear to be sunken in. The gums will feel dry or tacky.)
- o Excessive vomiting or vomiting blood or green or yellow bile
- o Vomiting combined with diarrhea and lethargy
- o Difficulty breathing or very shallow or labored breathing
- o Extreme lethargy - dog is barely moving or not moving at all
- o Swelling of the face or eyes
- o Ingestion of something toxic
- o Swollen or broken limbs
- o Seizures
- o Uncontrolled bleeding
- o Sudden disorientation or incoordination
- o Anything else that makes you think that your dog is in pain or in danger of passing away

## Any other concerns can be noted at the time of drop off

### Before you pick up your day companion

1. Be prepared for anything. Remember, we don't know what many of these dogs have been through. We don't know their past. We don't know how they have been treated. We don't know how their living situation once was. Most importantly, we don't know their true personality. All we do know is what we see here at our facility and what little (if any) information her previous caretaker provided. We try our very best to match you with a dog that we think will do well with you, but your dog may have a very different personality once they are comfortable.
2. Ready your car with the appropriate amount of space for your dog. Depending on the dog, you may need enough space for a size appropriate crate, a friend to help contain the dog to the back seat, or a barrier to prevent the dog from getting to the driver and passengers seat.
3. **Please plan to leave your own dog at home!** The goal of our day trips is to give the dog a break from the shelter and some one-on-one time with humans. Although most of our shelter dogs do well with other dogs and enjoy doggie playtime, we prefer these field trips be geared towards interacting with humans and not other dogs. *HSSV is not liable for the treatment or cost of vet bills incurred for your own pets at your private veterinarian.*
4. If you plan to take the dog home, please check your fence line and property for holes, loose planks, poisonous plants, foxtails, and dangerous household items. Even if you have/ had a dog that has

never gotten loose, please don't assume that your property is secure. We don't know the history of most of the dogs we place and the majority of them were strays.

**HSSV will provide you with a leash, collar, HSSV dog-tag, poop bags, water bottle, water bowl, crate if needed, and some doggy business cards!**

#### IF THE DOG GETS LOOSE:

Sometimes despite our best intentions, a dog will get loose. Please try not to panic. If you can see the dog, try calling them. Some of our more social guests may come right to you, but very often even social dogs get frightened once they get loose. You may be more successful calling them to get their attention and then walking the opposite direction, kneeling down and digging in the dirt like you've just found something extremely interesting. Reaching for a scared dog will often cause them to bolt and can also result in a bite, so please use caution and only reach for the dog if you feel you can safely do so. If the dog is in an area that is secured but is so scared that they are growling at you, please call us so that we can help! If the dog is already in a flat out run and is panicked, they may not respond to you at all. Please try following them from a distance so that you can see the direction they are going and hopefully catch up to them once they have slowed down. If they enter a yard, garage, etc., please secure the area to make sure they can't bolt again before attempting to lure them to you. We understand that every circumstance is different and that luring the dog to you may not be possible, please call us if this is the case!

#### IF A BITE OCCURS:

If the dog bites anyone (you included) we need to know right away. If the dog bites a stranger, please take all of their information so that we can contact them to fill out the appropriate paperwork. We will need you to document what happened and the location and severity of the wound. We are required by law to report any bites that break skin to the appropriate animal control agency. We will also need to quarantine the dog for ten days in accordance with California law. A bite is not an automatic reason for euthanasia, so please do not hesitate reporting it. If you are seeing any signs of aggression, even if it is very minor, please contact your coordinator immediately.

#### IF SOMEONE IS INTERESTED IN ADOPTING

If you encounter someone who is interested in adopting the dog, please give them the dog's business card so that they may follow up with them. You can also direct them to your coordinator. In general, the adoption fee for adult dogs is \$175.00 and includes spay or neuter, vaccines, de-worming, a microchip, an ID tag, and free vet exam. **BUT your day companion is likely to have a reduced or waived adoption fee.** The majority of our adoptions occur as a result of the dogs being seen on our website. It is very important that we have adorable photos, and if possible a great video of your dog. Please share these at [doggydayout@hssv.org](mailto:doggydayout@hssv.org). We need your help to make sure your dog is seen as much as possible!

## **Woo-Hoo! Doggy Day Out!**

**We love to see and hear about your adventures today and pictures of your day can help them find an awesome forever home.**

**If you post pics on social, please tag us:**

**Facebook: [www.facebook.com/humanesocietysv/](http://www.facebook.com/humanesocietysv/)**

**Twitter: [www.twitter.com/hssv](http://www.twitter.com/hssv) @hssv**

**Instagram: [www.instagram.com/humanesocietysv](http://www.instagram.com/humanesocietysv) @humanesocietysv**

**You can also use the hashtag #doggydayout**

**We do re-tweet and re-gram!**

**You can also send photos to [marketing@hssv.org](mailto:marketing@hssv.org)**