

Bull Terrier Club of America Rescue Policies

Management of Rescue Dogs through the BTCA

Dogs Entering the Rescue System

1. **Owner Surrender:** Person surrendering a dog to the BTCA must complete and sign an owner "Surrender Form". The person receiving the dog must also sign the surrender form. A copy of that remains with the former owners and in the dogs permanent rescue file.
2. **Dogs from Shelters:** Dogs being released by a shelter must be signed for by a BTCA Rescue Volunteer with their name and "for BTCA (or regional club) Rescue" following their signature. If the shelter requires a special form to be signed specifically for rescue organizations, then the Rescue Volunteer must still sign their name with "for BTCA (or regional club) Rescue" following it. A copy of these forms (if used) must remain in the dog's permanent file.
3. **Private Rescue Organizations:** If a private rescue organization is releasing a dog to our care and they do not have a release form, then a "Surrender Form" must be signed by one of their representatives as well as our Rescue Volunteer. A copy will remain with them for their records and a copy of must remain in the dogs permanent records.

Identifying Dogs within the Rescue System

1. Rescue Coordinator or Club Rescue Chair should assign a number to each dog and mark all correspondence regarding that dog with this number. Numbering dogs should start immediately with all un-adopted dogs in your care.
2. These numbers should be created out of a combination of digits to include initials identifying the regional club or rescue coordinator; the month and year; and a 2 digit number. Dogs should be numbered consecutively starting with a new number at the start of a new month.

Examples: BTCP 06-06 01 - Represents the "Bull Terrier Club of Philadelphia" June 2006 - dog no. "01"

WVH 10-06 21 - Represents "Wright Veterinary Hospital" Oct 2006 - dog no. "21"

PAS 10-06 15 - Represents "Paula A. Shaw" Rescue Coordinator October 2006 - dog no. "15"

3. All correspondence and forms should be marked with this assigned number.
4. Any name given to a dog taken into the rescue system must remain the same. Foster families should not rename dogs that they are temporarily fostering. Within the rescue system - dog should always be referred to by its original name even after it has been adopted and given a new name.
5. All correspondence regarding a rescue dog should be marked with the dog's original name and always with its assigned number.

Record Keeping for each Rescue Dog

1. The Rescue Coordinator or Club Rescue Chair will keep a master file for each rescue dog that comes into their care. Each dog will have a permanent folder marked with dog's original name and assigned number.
2. Each rescue dog's folder should include the following:
 - a. Signed Owner Surrender Form or release forms from shelter.
 - b. Owners surrender submission form from BTCA web site (if any).

- c. Medical records or AKC papers surrendered with dog (if any).
- d. Copies of any medical care incurred while in our rescue system.
- e. Receipt copies of any medical expenses and reimbursements.
- f. Notes regarding any evaluation of the dog either by rescue coordinator or “other” (trainer, behaviorist, etc).
- g. Signed Foster Care Agreement if dog should be moved to a Foster Home
- h. Adoption application of new owners.
- i. Signed adoption Contract.
- j. Copy of adoption fee check.

Suggested Minimal Care Prior to Availability for Adoption

1. Required Minimum Medical Care
 - a. All Vaccinations brought up to date to include Rabies and DHLPPCVK
 - b. Heartworm Test
 - c. Heartworm Preventative to stay with dog through adoption
 - d. CBC
 - e. Chem Panel or UPC (Urine Protein Creatinine Ratio Test) see “g” below
 - f. Fecal
 - g. Spay/Neuter
 - i. All above tests completed and confirmed “normal” before the scheduling of a spay or neuter surgery
 - ii. If dog is already spayed or neutered then you can run a UPC in place of the Chem panel.
2. The cost of above named Suggested Minimum Medical Care must fall within the BTCA Rescue Committee price guidelines.
3. All other Medical Care must be approved by the BTCA Rescue Chair. If you have an emergency (life threatening) medical situation with a rescue dog, you must contact your Regional Rescue Liason, BTCA Rescue Chair, BTCA President or BTCA Treasurer. If you are unable to reach any of the emergency contacts, use your best judgment in obtaining care for the dog in a life threatening situation.
4. Each dog must have a minimum evaluation of 21 Days in Foster Care.
5. Microchips and Tattooing
 - a. Each dog must be microchipped or tattooed before it is adopted out.
 - b. If the dog comes into the system already microchipped or tattooed then an effort must be made to contact the person in which the dog is registered to rule out a lost or stolen dog. The registrations must be changed over to reflect the BTCA and it’s new owners.
 - c. The first contact for the recovery system used should be the new owners name and phone number: the second contact should be the Rescue Coordinator’s name, followed by “BTCA” (or Regional Club) using the 800- BTBT911 phone number.

Reimbursement Procedures

1. All reimbursements for medical care must include a completed Request for Reimbursement form and original receipts. No form will be honored without receipts.
2. Form must have rescue dogs original name and assigned number marked on it.
3. A copy of this form and the receipts should be kept in the rescue dog’s master file.

4. Forms should be mailed to the BTCA Treasurer for reimbursement within 30 days of the dog's adoption.
5. Reimbursements for medical care will be paid within the BTCA Rescue Committee price guidelines. Any overages for medical care must be approved by the BTCA Rescue Chair(s) or your regional club Rescue Chair.
6. Any medical expenses incurred that have not been approved are your responsibility.
7. In the case of an emergency:
 - a. For Regional Clubs - approval for emergency vet care should be approved by your club's Rescue Chair.
 - b. For BTCA Rescue Volunteers – emergency vet care should be approved by the BTCA Rescue Chair(s).

Reimbursement in these cases will be considered on an individual case basis by the BTCA rescue chair and Board of Directors and is not guaranteed.

Regional Club Reimbursement Policy

If funds are available, the BTCA will pay up to \$300.00 to the regional club for expenses that exceed the adoption fee.

Medical Care Price Guidelines

1. The following is a price guideline created to reflect the “average” cost for general medical care across the United States. Depending on what area of the country you are located, some care may be higher or lower in cost. If you find that your local vet prices are higher than the average, then you may need to “shop prices” while keeping in mind a quality standard of care. This is especially true regarding anesthesia.

Bull Terriers do not do well with injectable anesthetics. It is recommended that we use gas anesthesia only, such as Isoflorane or Sevoflorane.

2. An approved guideline for your area can be created by the BTCA Rescue Committee at your request. Below is the average prices obtained by our most recent study.

a. Office Visit	AVG41.65	Range 27.60-54.00
b. Exam	AVG48.92	Range 27.60-98.50 (RI)
c. Rabies	AVG14.68	
d. DHLPPCVK	AVG16.83	Range 3.00-25.95
e. Heartworm Test	AVG38.94	Range 16.00-48.00
f. Fecal	AVG23.11	Range 12.00-45.00
g. Spay	AVG178.49	Range 80.00-450.00 (BOS)
h. Neuter	AVG118.66	Range 50.00-175.00 (NEV)
i. Dental	AVG198.34	Range 60.00-450.00(BOS)
j. Chem Panel (pre-op)	AVG52.12	
k. CBC (pre-op)	AVG39.00	

Foster Care Guidelines and Requirements

1. Foster Homes are required to sign a Temporary Care Agreement upon taking possession of a rescue dog.
2. The responsibility of a Foster Home is to care for the rescue dog providing it with a safe environment, crate, food and water, and assisting with the arrangements of transportation for medical care.
3. Foster Homes should also be able to provide Rescue Coordinators or Club Rescue Chairs with an evaluation of the rescue dog based on their observations and interactions
4. The Rescue Coordinator or Club Rescue Chair is financially responsible for the medical care and reimbursements.
5. Foster homes do not have the responsibility of finding permanent homes for the rescue dogs nor should they have to interview applicants. Permanent (adoptive) homes must be approved by a Rescue Coordinator or Rescue Chair.
6. We are grateful for anyone willing to foster a rescue dog and all that we ask of a Foster Home is to open up their hearts and homes to provide temporary shelter and food to a needy Rescue Bull Terrier.

Other Rescue Volunteers

(i.e. Transport, Medical Care, Exercise, Behavior/Temperament Evaluators, etc.)

1. All other volunteer activities must be coordinated through a Regional Rescue Coordinator, or in their absence, the Rescue Chair.
2. Movement of animals by volunteers into, within, or out of the BTCA Rescue System without a Rescue Coordinator's authorization is prohibited.

Finding Homes and the BTCA Rescue Web Site

1. Rescue Coordinators or Club Rescue Chairs can go to <http://www.btca.com/RescueNetwork/index.htm> to submit a form that will advertise their rescue dogs under their region and state. You can find this form under the Rescue Network section and it is called BT Submission Form. Pictures for your ads can be emailed directly to our web master Claudia Sharp at Claudia370@aol.com. This ad can be changed and updated as your dog is evaluated and more information is obtained about their adoption requirements.
2. Families interested in adopting a rescue Bull Terrier can submit an adoption application online at our web site. These applications are forwarded to the Rescue Coordinator or regional club from where those families live. Should you receive an application within your area that has listed a dog of interest outside your area, as a courtesy, please contact the rescue coordinator who is managing that dog.
3. If you are contacted by a family who is interested in your dog but is out of your area, as a courtesy, please contact the rescue coordinator in that area to be sure they are not already working with the applicants or to confirm that they might already have a dog in their system needing a home that could be a good match..

The Adoption Process and Guidelines

The adoption process is a simple one - the guidelines for becoming an approved home are follows:

1. Each applicant must have an adoption application on file.
2. A home check should be completed by a rescue volunteer.
3. References should be called.
4. An adoption agreement must be completed and signed by the adoptive family and rescue coordinator. A copy must be kept on file with the regional rescue chair or adoption coordinator.
5. Individuals performing rescue for the BTCA will fwd the Adoption fee to the BTCA Treasurer. Regional Clubs fwd the adoption fee to their club treasurer. Be sure and note the dogs rescue ID number on the check. This will help in the reimbursement process.
6. The following is a **suggested** guideline for adoption fees. Remember fees are not black and white. We understand they may vary with each dog. Age, medical condition and behavioral issues are taken into consideration.

i. Puppies up to 1 year	500.00-600.00
ii. Young dogs 1-3 years	400.00-500.00
iii. Adult dogs 3-6 years	300.00-400.00
iv. Older dogs 6 years or greater	??-300.00

Note: These procedures will be continuously updated. A copy of them or any other BTCA forms can be obtained through the BTCA rescue web site or contacting Glenna Wright directly.

Bull Terrier Club of America Rescue Policies Agreement

All BTCA Rescue Volunteers must have a signed copy of this agreement on file with the Bull Terrier Club of America (BTCA).

Keep the first section with your policies, separate and forward the second section to the Bull Terrier Club of America National Rescue Chair.

I have read and understand the above policies and guidelines. I agree to abide by them, and recognize that as a Bull Terrier Club of America (BTCA) volunteer, I am the public face of the BTCA. As such, I agree to behave in a civil and professional manner at all times. Failure to do so will result in my voluntarily surrendering my position. I agree that disputes will be mediated and resolved by a BTCA Board Authorized Representative(s). Failure to abide by the mediated resolution of disputes will also result in my surrendering my position. I agree that I may be released from my BTCA voluntary duties without cause.

Signature _____ Date _____

Print Name Clearly _____

These policies were updated on January 10, 2008.

Bull Terrier Club of America Rescue Policies Agreement

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Signature _____ Date _____

Print Name Clearly _____