

TEMPORARY FOSTER HOME PROCESS

Step 1. You register with our organization as a temporary foster home. To do this, you must complete a *Temporary Foster Care Agreement*. Please print clearly. Please read the temporary foster care agreement carefully. Be sure to clarify any questions you may have prior to signing the agreement because it is a legally binding document.

We encourage all our foster homes to register on our website (www.itsaboutcats.rescuegroups.org) so that they can have access to our "volunteers only" pages which include directions for taking a cat for surgery and reimbursement forms. Once you have created a username and password, send us an email to itsaboutcats@rescuegroups.org and we will activate your account.

Step 2. You provide some basic information about the cat/kitten(s) for our database. To do this, you must use the *Website Information Sheet*. Complete one information block per cat / answer all questions. Incomplete forms will delay the process.

Be sure to summarize any medical treatments the cat has had to date (including flea meds and wormer). Copies of vet records must be provided as proof of all vaccines, tests and spay or neuter. We will evaluate this information to determine the status ("not available" or "available for adoption") of the cat(s).

It is important that you provide a descriptive paragraph about each cat for the website. A recent photo of the cat is strongly encouraged since very few potential adopters will look at the cat's webpage if there is no photo. We will use the information you provide to create an individualized webpage for each cat.

Please mail all forms, vet records and photos to:

IAATCI
PO Box 592984
Orlando, FL
32859-2984

Step 3. You work with our volunteers to obtain any medical treatments needed to qualify the cat(s) as "available for adoption." This includes current vaccines (FVRCP and rabies), treatment for parasites (fleas, worms, etc), negative testing for FIV/FelV, and spay/neuter.

Our volunteers will contact you to schedule an "intake" session to begin the treatments that are administered by our volunteers, including FVRCP vaccines, flea prevention medications, and worming. Depending on the age, size, and condition of the cat(s) at that time, the volunteer may proceed to schedule the treatments that are provided by our vet (surgery, rabies vaccine and testing). If necessary, the volunteer will develop a schedule for additional FVRCP vaccines and worming before the cat(s) can be scheduled at the vet.

During the intake session, the volunteer will prepare a Medical Records Form for each cat. You will need to keep this record with the cat(s) at all times – all subsequent medical treatments must be recorded on this form and it must accompany the cat(s) to adoption events when the time comes.

Please note that a pet carrier must be used at all times when transporting cat(s) to meetings with our volunteers, the vet's office, and adoption events. If you do not have a pet carrier, we will loan one to you. Please let us know this at the time you schedule the initial meeting with our volunteer.

Step 4. You work with our volunteers to schedule the cat(s) for adoption events.

There is limited space at our adoption events. Therefore, all cats must be scheduled before they can attend. Our volunteer sends a weekly email "invitation" to all foster homes with cats that are "available for adoption". You must respond to this email in order to reserve a space for your cat(s). If you do not have internet access, you will need to call 407-401-8630 and leave a message in the specified mailbox – listen carefully since mailbox assignments may change. Be sure to give the name of the cat(s) as well as the date of the adoption event you want to attend. This call should be made as early as possible during the week of the event you want to attend. All reservations are on a "first come - first served" basis.

Step 5. You bring the cat(s) to the adoption venue when scheduled and pick the cat(s) up at the end of the adoption event if not adopted.

The cat(s) should be at the adoption venue at least 10 minutes prior to the start of the event and picked up at least 10 minutes before the end of the event.

The Medical Records Form must be brought with the cat(s) since it will be given to the adopter for their records. Be sure to take it back with you if the cat is not adopted.

Step 6. You repeat steps 4 and 5 until a home is found.