



# Afternoon and Evening Cat Care Routine

Volunteer and Animal Safety is Priority



## Cats Routine Throughout the Day:

- Cats are not to be housed in the same kennel.
- Place cardboard between the kennel / condo, hang sheet if necessary.
- Refill waters and clean kennels / condos as necessary, document if necessary.
- Kittens: Clean as often as necessary.
  - Assign a different volunteer to kittens than adults.
- Keep traffic to a minimum.
- \*Ensure quiet time with lights turned off.
- Follow up on any unfinished chores such as: neck bands, vacuuming, check resources, updating ICS 214's.

## Evening Cat Shelter Routine:

- Document daytime food consumption on Cat Care Schedule.
  - Throw away wet food trays. Document food eaten during the day on Cat Care Schedule.
- Feed every cat **DRY** food.
  - If the cat is **NOT** eating the dry, add a .25 can of wet cat food, in separate tray.
- Fill water bowls with 50% fresh water.
- Clean dirty kennels / condos and litter boxes, as necessary.
- Document on Cat Care Schedule:
  - Time / AR# / Eating \_\_\_\_% and Drinking \_\_\_\_%
  - Time / AR# / Cleaned / Urine (+ or -) and Feces (+ or -)
- Bring all Cat Shelter items back from the wash station.
- \*Determine if any additional supplies, cat food, or other items need to be ordered.
- Check with the Shelter lead that you have the need volunteer staffing for the next 48 hours.

## Closing Cat Shelter:

- **Look at every single kennel / condo and make sure there is a cat in each. Assess each cat for any health issues.**
- Recheck all kennels / condos for correct locking.
- Inform Shelter lead that you are leaving. (This is when the Shelter is closing for the evening.)

