

Certificate II in Animal Care

Kennels Downstairs **Yellow Pod**

Feed, Walk & Clean Standard Operating Procedure

Prepare to work

Attire – Long pants +/- long sleeves, sturdy closed in shoes must be worn to practical placements

Equipment – collect all equipment that you will require to complete the cleaning.

- slip lead, treat bag and treats, pooper scooper, hose, scrubbing brushes, squeegees, pen, disinfectant

PPE – must be collected prior to entering the kennels.

- disposable gloves, earmuffs

Identify Hazard & associated Risks – Ensure the kennels are safe to enter by checking the following:

- **RSPCA Victoria staff member supervises the observation of the animals requiring cleaning**
- **walk through pod** to check health of all dogs, ensure all dogs have water
- **note any hazards** observed and report to supervisor
- **read cage cards** before entering any pen to have an understanding of identification, personality traits and any special requirements when interacting with the dog
- **observe dog's behaviour** to ensure it is safe to enter kennel, check with supervisor if concerned

Complete the work

You will work in groups of 2 or 3 to complete the Feed, Walk & Clean of the kennels.

Observe Animals & Record Observations – identify each animal allocated, check food bowl and water bowl, check for general health, demeanour, and behaviour, record these observations. Report any concerns to supervisor.

Feeding

Identify feeding requirements of dogs to be cared for.

Prepare feeds for all dogs in Kennels Kitchen.

Feed dogs as required.

Walking & Cleaning

Dog walker enters pen & secures dog on slip lead. Teammate/s assist dog walker to exit the pen by checking that NO other dogs are being moved or the group next to you is entering or exiting another pen.

Dog walker safely walks dog out of pod on a SHORT lead, dog on kennel side.

Dog walker walks dog around the walking track. REMEMBER to observe the **8 metres** between dogs rule.

Remove faeces from pen – Use pooper scooper to remove all faeces and place in the provided garbage bags. Tie up garbage bags when full enough and place in wheelbarrow.

Remove blankets from pen – Blankets are to be placed outside of pen on hook provided (attached to front of pen), they must be higher enough up so that you do not hose them. Discard any unsalvageable blankets (torn/soiled) in a separate bin liner.

Plastic beds – Prop any plastic beds against wall, moving it so it does not make any loud noises.

Water bowl – Discard water bowl contents on floor (toward drain).

Food bowl – Excess food in bowl from the previous days' meal is to go into the rubbish bin. Return the bowl to the pen so that you can hose it out and clean it.

Enrichment Items – Remove Kong's, toys, bowls from floor of pen. (Bowl and Kong goes outside pen for collection and replacement during feeding).

Toys can be placed in the bucket hanging on the front of the pen or hung from the kennel wire if they are clean. Any plastic toys or food dispensing toys need to be hosed down as they may have come in contact with faeces or urine.

Scrub walls – Attach hose to hose connection on taps outside of each pen. Ensure connection is secure by gently turning on tap. Quickly hose the walls and floor to make it easier to scrub the walls. You can hose down the pooper scooper as well to remove any excess faeces. Use the bucket of soapy water and a broom to scrub the walls and floors (as required). You need to remove any bird poo, marks on the wall however you do not need to scrub everywhere. Use the size of the dog to assist you in working out how high you might need to scrub the walls.

Hose down pen – In the pen, hose down the floor starting at the front of pen moving towards the back corner where the drain is located. Hose down plastic beds both sides as required. Turn off the tap, squirt the rest of the water out of the hose and then remove from the connection. Safely store the hose out of the walkway as best as you can.

Dry pen and plastic beds – Use a towel to wipe down the plastic beds (the part in which the bedding will be placed). Squeegee excess water from the floor moving from the front to back towards the drain.

Drain – Clean drain in pen, remove hair and what is trapped on drain (use pooper scoop or gloved hand). Place rubbish in bin.

Reset the pen – Bed is to be placed on flat on floor. Opposite side of drain on heated area. Blankets go back on bed for all dogs, make sure that they are placed neatly on the bed. Fill water bowl that is hooked inside front left of pen with water from the watering can. Water for bowls come from the hose. Fill water bowls to the TOP! Toys can go back to pens.

Final clean of pods – Clean and return equipment to where it belongs. Scrub the window ledges with soapy water and a broom. Dry walkway in pods with squeegee after hosing it down and remove debris from drains.

Post work tasks

Use the Cert II phone to take images of the observation sheets of all dogs cared for during the practical.

Rubbish Disposal – Change rubbish bin liner and place rubbish bag in the dumpster.

Clean all equipment using hose, spray with disinfectant and leave to dry outside the Education building.