



# Kansas Pet Animal Act Foster Home Inspection Training

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# Foster care homes are now required to be inspected

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- New regulations were placed into law on November 17, 2017. These new regulations require shelter and rescue network managers to inspect all initial foster homes prior to utilization, along with annual inspections of their current foster care homes.
- This regulation ensures animals being housed in foster care homes are living within the same standards as other facilities licensed under the Kansas Pet Animal Act.
- The next slides will cover the key points your shelter representative should be looking for while conducting an inspection.
- The inspection form is available at [agriculture.ks.gov/AHforms](http://agriculture.ks.gov/AHforms) in the Small Animal Program Forms section.
- Instructions on how to fill out the inspection form will also be provided within this training module.



# General requirements for housing facilities

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- Foster home housing facilities shall be designed and constructed in a manner that is structurally sound and in a manner that protects animals from injury, contains the animals securely, and restricts other animals from entering.
- The foster home licensee shall keep the premises free of accumulation of trash, junk, waste products, and discarded matter.
- The foster home licensee shall control weeds, grasses, and bushes to allow for proper cleaning, pest control, and to protect the health and well-being of the animals.
- All surfaces in which animals are housed, including furniture, shall be maintained and made of materials to allow them to be readily cleaned and sanitized, or shall be removed or replaced when worn or soiled.

# General requirements for housing facilities (Continue)

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- All interior surfaces and any surfaces that come into contact with animals shall be free of rust, jagged edges, or sharp points.
- All surfaces shall be maintained on a regular basis, which includes regular cleaning and sanitizing.
- Each indoor and outdoor housing facility shall have lighting and electric power that allows for proper animal husbandry.
- Each animal housing area shall have access to adequate potable water for animal and facility needs.
- Foster home licensees shall keep all open supplies of food and animal bedding in leakproof containers with tightly fitted lids.
- The licensee shall not store any substance that is toxic to the animals in food storage and preparation areas.



# General requirements for housing facilities (Continue)

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- Each licensee operating an indoor housing facility or a sheltered housing facility shall ensure that the facility is sufficiently heated and cooled to protect and provide for the animals' health and well-being.
- When dogs or cats are present, each licensee operating an indoor or sheltered facility shall ensure that the ambient temperature in the facility does not fall below 45 degrees and not to exceed 85 degrees for more than four consecutive hours.
- Indoor or sheltered foster home facilities shall be sufficiently ventilated at all times to provide for the animals health and well-being and to minimize odors, drafts, ammonia levels, and moisture condensation.

# General requirements for housing facilities (Continue)

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- Foster homes that utilize outside housing facilities shall include one or more shelter structures accessible to each animal, large enough to allow each animal in the shelter to sit, stand, and lie in a normal manner and to turn about freely.
- Each outside shelter structure shall be of appropriate size to allow each animal to conserve body heat in the winter.
- Each outside shelter structure shall also provide one or more separate, outside areas of shade that are large enough to contain all animals at one time and protect them from the direct rays of the sun.
- In addition, each outside shelter structure shall have clean, dry bedding provided when ambient temperatures are below 50 degrees. The licensee shall provide additional bedding material when the temperature is 35 degrees or lower.

# Cleaning, sanitization, and pest control

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- Each foster licensee shall spot-clean daily all surfaces with which the animals come into contact.
- Each foster licensee shall sanitize all used primary enclosures and food and water receptacles for animals at least every two weeks using one of the following methods:
  1. spray all surfaces with steam,
  2. wash all surfaces with hot water and detergent, or
  3. wash all soiled surfaces with appropriate detergent solutions and disinfectants.
- Each foster licensee shall remove any contaminated material that cannot be sanitized using the methods specified above including the removal of gravel, sand, grass, earth, or absorbent bedding as often as necessary to prevent odors, diseases, pests, insects, and vermin infestation.
- Each licensee shall establish and maintain an effective program for the control of insects and external parasites affecting animals.



# Compatible grouping

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- No licensee shall house any animals in groups that are incompatible, including incompatibility due to age, sexual status, aggressive disposition, breed, species, contagious disease, or any other reasons.

# Separation of animals by gender

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- All sexually intact adult animals shall be housed separately from all other sexually intact adult animals of the opposite sex within an animal shelter, rescue network, or pet animal foster home.

# Feeding and watering

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- Each foster home licensee shall feed all animals as appropriate to species and age.
- All cats and dogs shall be fed at least once each day, unless restricted by a written order from the attending veterinarian.
- The food shall be uncontaminated, wholesome, palatable, and of sufficient quantity and nutritive value to maintain the normal condition and weight of the animal.
- Each licensee shall provide a sufficient number of food receptacles for animals.
- Each food receptacle shall be accessible to all animals being fed.
- Each licensee shall supply drinkable water in adequate amounts at intervals suitable for each animal's species and either continuously accessible to each animal or supplied to maintain the health and well-being of each animal.
- If water is not continuously accessible, then water shall be provided at least twice daily for at least one hour each time or as often as conditions warrant.

# Conducting an inspection

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- Explain to the applicant or the license holder that you will need to inspect all areas where animals are housed and all animal supply areas.
- Inspect areas for anything that may be injurious to the animal.
- If the premises has outside areas, inspect to make sure there is adequate shade in warm months and adequate shelter in cold months if animals are out for an extended amount of time.
- Inspect all fenced-in areas for proper containment and safety for the animals.
- Ask if the foster care applicant or license holder has any intact dogs or cats on the premises.
- Inspect all food and water receptacles and ensure they are clean and of appropriate size for the animals utilizing them.
- Discuss general animal husbandry practices.
  - If animals are housed in groups, ask them to explain their daily feeding procedures.
  - Ask about cleaning procedures and what cleaning agents they use.
  - Ask what type of pet food they feed their animals.



# Conducting an inspection (Continue)

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- If you see any non-compliant items during an inspection, stop and explain the non-compliance and possible remedies.
- Complete the inspection form provided by the AFI program.
- If the facility does not meet standards, a return date may be discussed to ensure that the non-compliant issues are resolved. Corrections can also be made during the inspection, if the areas of non-compliance are easily fixed.
- All new foster care homes shall not foster animals for the sponsoring shelter until they have passed an initial inspection and have been issued a license from the AFI program.
- All annual inspections with non-complaint items will need to be followed up by the sponsoring shelter to ensure compliance.
- **Each sponsoring shelter is responsible for the compliance of each pet animal foster home they are currently utilizing.**



# Inspection form guidelines

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- Mark the appropriate box indicating if the inspection is an initial or an annual inspection.
- Acknowledge your sponsoring shelter's name and license number.
- Fill out all of the foster applicant's information, including phone number and address.
- Identify all personal pets, including adult dogs, puppies, adult cats, and kittens.
- Record the date of birth (if known) or approximate age of each unaltered dog or cat currently on the premises.
- Answer each question provided on the inspection form.
- Have each foster care provider sign and date the inspection form.
- The shelter representative performing the inspection should sign and date the form.
- Each foster care provider should receive a copy of the inspection report and each sponsoring shelter should keep the original report for their records.



# Contacts

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Click the “Finish” button below to complete this training.

**Finish**

All new AFI regulations can be found on our website

[www.agriculture.ks.gov/AFI](http://www.agriculture.ks.gov/AFI)

For questions regarding the training process, inspection process, or the inspection form, contact your area inspector or our Manhattan office

[Jeff.Jones@ks.gov](mailto:Jeff.Jones@ks.gov) • [Tyler.Kauer@ks.gov](mailto:Tyler.Kauer@ks.gov)

Office phone: 785-564-6605

