



Foster Carer Agreement

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| 1. Background | <p>Foster carers are expected to care for the guinea pig/s in their care to the best of their ability. If this level of care does not meet the standards outlined in this agreement, the number of guinea pig/s in the care of a volunteer may need to be reduced or depleted, either permanently or for an agreed period of time.</p> <p>Guinea pigs on foster care remain the property of QGPR at all times.</p> <p>All foster carers agree to use our online shelter software, Pawlytics, to log information about their guinea pigs for the duration of their time foster caring. A personal invitation to our account will be sent upon commencement.</p> |
| 2. Housing | <p>Guinea pigs on foster care must be housed appropriately and kept safe from any predators, including the foster carer's own family pets.</p> <p>Guinea pig housing must be sheltered from the heat, cold and general elements. Indoor housing is preferred and must be approved prior to receiving guinea pigs to foster.</p> <p>The minimum cage size for a guinea pig is 60cm x 60cm. Minimum housing for a pair is 120cm x 60cm. Housing must be strong and predator proof. Hutches and cages must not have a wire base.</p> |
| 3. Food and Water | <p>Hay and grass should make up 90% of a healthy guinea pig's diet. Guinea pigs should receive one cup of fresh vegetables, a handful of mix per guinea pig, and the rest of their diet an unlimited supply of grassy or barley hay.</p> <p>The quantity of fresh vegetables may differ depending on the individual guinea pig's circumstances. These fresh foods must meet the dietary requirements of the guinea pig/s in your care.</p> <p>All foster guinea pigs are to be fed QGPR Pig'n'Mix and not supermarket, pet shop or produce mixes that are too high in calcium, unless approved for a medical reason. Alternately, triple blend or oaten chaff can be fed on its own, or foster carers can opt to feed Oxbow or Cavy Origins pellets.</p> |
| 4. Bedding | <p>The guinea pig/s bedding must be kept clean and dry at all times.</p> <p>A suitable bedding option must be used for the guinea pig/s in foster care, including any special requirements (e.g. Carefresh for unwell guinea pig/s, fleece for allergies etc.).</p> |
| 5. General Care | <p>Foster carers are to ensure they are aware of the age (or approximate) of their guinea pigs, and any other relevant information e.g. suitability for children or any ongoing medical conditions which will need to be advised to adoption applicants. This information is to be provided when listing the guinea pigs for adoption and on the cage tag at open days.</p> <p>All guinea pig/s must be handled unless a medical condition is present where handling should be kept to a minimum. Foster guinea pigs can come from especially neglectful situations or arrive very lonely, so handling and affection are necessary for their recovery, rehabilitation and eventual adoption.</p> |

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| | <p>Pairings of foster guinea pigs at foster carers' homes can only be done after approval has been given by an Executive Committee member.</p> |
| <p>6. Medical Attention</p> | <p>Foster carers must report illness, weight loss over 20 grams in a week or 50 grams in a month, injuries, birth deformities etc. to Rachel Findlay immediately.</p> <p>All guinea pigs on foster care are to be weighed weekly. Guinea pigs with known medical issues should be weighed more frequently. These weights are to be uploaded weekly into the 'notes' section of each guinea pig's Pawlytics profile by midnight on Sunday.</p> <p>General weights for guinea pigs are (guide only):</p> <ul style="list-style-type: none"> ▪ Birth of 3-4 in a litter - 90 grams to 95grams ▪ Birth of a single baby - up to 150 grams ▪ 3 weeks old - 250 grams ▪ 8 weeks old around - 400 grams ▪ 12 weeks old – 500 grams to 550 grams ▪ 5 months old - 700 grams to 750 grams ▪ 12 months onwards - females 900 grams - 1kg and males 1kg - 1.2kg. <p>All medical and vet appointments must be approved by Rachel Findlay prior to these being incurred. In the first instance, Rachel should be contacted. If Rachel is not available, and especially if the matter is urgent, any other member of the Executive Committee can be contacted. Expenses incurred without this approval may not necessarily be reimbursed.</p> <p>All guinea pigs are to receive the treatment advised by the vet, Rachel, or a member of the Executive Committee. If this treatment cannot be done, the Refuge Coordinator must be informed so arrangements can be made for the treatment to be sufficiently provided.</p> <p>All vet visits must be logged, in detail, in the 'Medical Notes' section of that guinea pig's Pawlytics profile for future reference.</p> <p>Foster carers who do not follow the direction of the Executive Committee regarding the care, both dietary and medical, of their foster guinea pigs will have them removed from their care and will no longer be allowed to be a foster carer for QGPR.</p> <p>Foster guinea pigs are to be brought to open days for worm and mite treatments. If a foster carer is unable to bring the guinea pigs to open days, they will be provided with a small amount of Ivomec to administer the treatment at home.</p> <p>Medication, including Ivomec, is provided by QGPR for foster guinea pigs only. Under no circumstances is this medication to be given to a carer's private guinea pigs, as this must be prescribed and/or dispensed by a vet.</p> |
| <p>7. Listing for Adoption</p> | <p>Before listing any foster guinea pigs for adoption, a wellness check must be completed by the team at Albany Creek Veterinary Surgery. This appointment must first be approved by Rachel Findlay or a member of the Executive Committee. After this wellness check is completed, they can then be listed for adoption via the QGPR Inc. Facebook group.</p> <p>When doing posts in the QGPR Inc Facebook group to list guinea pigs when ready for adoption, foster carers are to include ALL the following information:</p> <ul style="list-style-type: none"> ▪ Name/s ▪ Age/s (approximate if unsure) |

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| | <ul style="list-style-type: none"> ▪ Sex (specify if desexed) ▪ Adoption blurb (something about their personalities) ▪ Any other relevant details e.g. if they were from a bad situation and won't be suitable for small children, or any possible ongoing medical conditions. <p>Please include at least one clear photo in landscape format with a solid background colour, no graphics, and a bit of margin for their names to be added and the photo watermarked without it covering their faces. Body photos as well as face ones are good.</p> <p>If someone is holding the guinea pigs when photos are being taken for listing, please ensure that any bare skin is covered with a towel or lap mat etc. It must be considered that these photos are going into the public domain. These photos should also be added to the guinea pigs' profiles on Pawlytics.</p> <p>When listing the guinea pigs for adoption, their individual profiles on Pawlytics must also be updated. This includes:</p> <ul style="list-style-type: none"> ▪ Changing their status to 'Adoptable' on their main profiles ▪ Ensuring the 'Extra Info' part of their main profiles is completed ▪ Ensuring any notes in the 'Description' box of their main profiles is still relevant (pairing information etc.) |
| 8. Open Days | <p>Foster carers must ensure they can transport QGPR guinea pigs ready for adoption to open days as required and are responsible for setting up a display cage with details of the guinea pigs. If foster carers are unable to transport their guinea pigs, they must arrange to deliver them to another volunteer prior to the open day and are responsible for organizing this.</p> <p>Under no circumstances are foster guinea pigs to be left unattended at the Scout Den if no one else is in attendance.</p> <p>Foster carers must be prepared to take home the same number of guinea pigs and/or cages (as applicable) as they bring to open days, regardless of whether their fosters are adopted, unless prior arrangement has been made. This is to ensure we only accept the number of surrenders we will have places for at the end of the day.</p> <p>Carers must:</p> <ul style="list-style-type: none"> ▪ Deliver the guinea pig/s to the Scout Den before 9:30am. ▪ Place the guinea pig/s in a display cage inside, observing the correct place for males and females. Fleece liners are provided for these cages. ▪ Provide a water bottle and food/hay plus a hidey if appropriate. ▪ Fill out a cage tag with: <ul style="list-style-type: none"> • Guinea pig/s name • Guinea pig/s age • Guinea pig/s sex, including details if desexed • Adoption fee • Any special notes i.e. suitable for children, indoor home only etc. ▪ Place the correct gender label/s on the cage with the cage tag. ▪ Collect their foster guinea pigs from the Scout Den by 3pm. ▪ Pack up the display cage at the end of the day, placing all rubbish into the bin and placing the fleece liner into the dirty pile. |

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| <p>9. Other</p> | <p>All costs regarding food and bedding are to be covered by the foster carer. In return, discounted Pig'n'Mix and hay will be provided by QGPR.</p> <p>A member of the Executive Committee (usually the Refuge Coordinator) will determine the placement of guinea pigs with foster carers, which will be dependent on the knowledge of the carer.</p> <p>Foster guinea pigs are NOT to be transferred to another foster carer without prior approval of the Refuge Coordinator or an Executive Committee member.</p> <p>Foster guinea pigs are NOT to be renamed when surrendered or transferred from another carer without permission of an Executive Committee member.</p> <p>Foster carers must give a minimum of two weeks' notice if they are unable to keep their existing guinea pigs or are unable to take any new fosters i.e. going away on holidays. A reminder one week before should also be given. We do understand emergency circumstances occur and will also be able to waive this time period if needed for emergency situations. The two weeks notice allows for appropriate alternate foster care to be arranged.</p> <p>Guinea pigs on foster care must not be placed with the volunteer's personal guinea pigs. If the fostered guinea pigs are paired with the volunteer's personal guinea pigs, they will have deemed to have been adopted by the foster carer.</p> <p>If at any time a volunteer feels they want to reduce the number of guinea pigs in their care or do not want to foster care any longer, they can contact the Refuge Coordinator to arrange for the return of some or all their fosters. Foster caring is an emotional field of work and volunteers must be prepared for this. The option to return guinea pigs to QGPR from foster care is always available, however advance notice is appreciated as the placement of surrendered or rescued guinea pigs is determined by the number currently on foster care.</p> <p>All foster guinea pigs are to be kept in the location provided by the foster carer. Any changes of location must be provided to the Refuge Coordinator.</p> <p>The person signing this agreement will be the guinea pig/s main carer at all times. Family members are not to be responsible for the care of guinea pigs on foster care.</p> <p>The guinea pig/s are not to be bred from under any circumstances.</p> <p>Death, injury and harm caused to a guinea pig while on foster care must be reported to the Refuge Coordinator immediately.</p> <p>All foster guinea pigs remain the property and responsibility of QGPR while on foster care. Carers may 'foster fail' the guinea pigs in their care, however, they must meet the same criteria applied to members of the public when adopting, which includes providing suitable housing, care and meeting veterinary expenses as required.</p> <p>If the carer has been fostering for less than six months, the full adoption fee must be paid. After six months of fostering, the adoption fee is waived, except for desexed guinea pigs. The full adoption fee for desexed guinea pigs is payable at all times to help cover the high cost of the surgery. The Treasurer will invoice the foster carer for any amounts to be paid.</p> <p>Foster carers who do not follow the directions of a member of the Executive Committee in regard to the care, both dietary and medical, of their fosters will have the fosters removed from their care and no longer be able to foster care for QGPR.</p> |
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| <p>10. Failure to Meet Requirements</p> | <p>As a rescue run to support the health and needs of the guinea pigs in our care, measures are in place to ensure that foster carers meet these needs at all times. Failure to do so can result in guinea pigs falling ill in situations that would otherwise be preventable and as a rescue we cannot allow this to occur.</p> <p>Weighing your guinea pigs is the best way to monitor their health and wellbeing. As a result, updating weekly weights into Pawlytics is a mandatory requirement of foster caring and if not completed, fosters may be removed from foster carers following the below procedure:</p> <ul style="list-style-type: none"> ▪ If foster carers have failed to upload two consecutive weeks' worth of weight recordings into Pawlytics, they will be issued with a 'strike' by the Refuge Coordinator and advised directly of this. ▪ If a foster carer receives three strikes as a result of not uploading two consecutive weeks' worth of weight recordings into Pawlytics, they will be required to return their fosters to QGPR and asked to take a two-month break from foster carer. ▪ Upon completion of this two-month break, if foster carers wish to return to foster caring, they will be able to do so. If after returning to foster caring a foster carer again fails to upload two consecutive weeks' worth of weight recordings into Pawlytics, their foster will need to be returned without any further warning issued and they will no longer be able to foster. <p>We do understand sometimes emergencies (health, family, animal or otherwise) and weights may not be logged on time in these scenarios. If this is the case, please notify a member of the Executive Committee as soon as possible so this can be taken into consideration.</p> <p>Failure to follow medical advice provided by Rachel Findlay, the Executive Committee or our approved vets will result in the immediate removal of medical care fosters from a foster carer.</p> |
| <p>11. Agreement</p> | <p>I, (name) _____ agree to provide the care stated in this agreement with regard to fostering guinea pig/s for QGPR. I understand that I can contact the Refuge Coordinator and/or a member of the Executive Committee at any time regarding any of the requirements of this agreement.</p> <p>Signed: _____ Date: _____</p> |