

General Transport Policies

Transporting a rescue Tibbie involves moving the dog

- from a shelter or surrendering owner to a TSCA Rescue foster home (or other temporary housing)
- from a foster home to an adopter

When transporting a Tibbie in TSCA Rescue's care ***from surrenderer or shelter to foster home***, the responsible TSCA Coordinator plans the transport and chooses transporters to carry out the plan. Unless the approved transporter is a professional "pet nanny," only a TSCA Rescue-approved volunteer(s) should transport the Tibbie. Each transporter is responsible for taking care of the rescue Tibbie's needs and ensuring its safety in transit from one place to another.

When transporting a Tibbie ***from foster home to its adopter***, the over-arching policy is that the adopter is responsible for both arranging and paying for the transport. TSCA Rescue must provide advice to ensure the safety of the Tibbie during transport. However, there are exceptions. On a case-by-case basis, TSCA Rescue may help plan and carry out the transport in coordination with the adopter in the same way that we plan transports to foster homes. However, the cost is borne by the adopter.

Transport may involve accompanying a Tibbie by air or by car. Because TSCA Rescue's policy is to match the Tibbie with the best possible home, the selected adopter may be a long distance from the Tibbie's foster or other temporary housing. In deciding the mode of transport, give consideration not only to the cost involved but also the comfort and safety of transporters and the Tibbie.

TSCA Rescue's policy for air transport is to send Tibbies only in cabin in the custody of a volunteer or professional "flight nanny." We do not transport Tibbies in air cargo. As of this writing, we have never used a volunteer pilot services as they involve moving dogs from rescue to rescue, not rescue to adopter.

Transport by car is the most common method of moving Tibbies. The transport plan varies from case to case. For short transports, the adopter generally drives to meet the transporter and Tibbie at a time and place they've agreed on. However, long-distance transport by car may also involve "legs" driven by multiple volunteer transporters. This kind of transport involves time and effort to plan and carry out. It is important that every transporter understands that everyone involved—the Coordinator, other transporters and the fosterer or adopter at the end of the transport—relies on everyone else to show up on time. Everyone must take their responsibility to each other and the Tibbie seriously.

- The Coordinator must authorize transporting a dog in the care of TSCA Rescue and approve the transporters and route.
- If transporting a Tibbie owned by a TSCA breeder who has asked TSCA Rescue to assist in rehoming the Tibbie, TSCA Rescue policies nonetheless apply while the dog is in TSCA Rescue's custody.
- To be a candidate for transport, the Tibbie must be over 12 weeks old, free of contagious medical conditions and of generally sound temperament. Specifically, the Coordinator should obtain
 - health records from the vet where the dog originated (e.g., shelter)
 - current rabies certificate (not just a collar tag) or written note from a vet indicating why this is not advisable (e.g., due to age, medical condition).

Sometimes, it is not possible to fully ensure the Tibbie's health before transport. For example, we cannot obtain vaccination certificates from surrenderers who have not provided any veterinary care for their Tibbie. In such cases, the Coordinator will ensure that transporters are aware of the Tibbie's condition and any risk entailed.

- The Coordinator will ensure that transporters are briefed on the Tibbie's behavior and that each transporter is sufficiently experienced to understand and take needed precautions. ***Assume that a rescue Tibbie is always an "escape risk."***
 - For safety, all Tibbies must be transported in crates (preferably hard-sided), carriers, or dog safety seats. ***Never transport Tibbies loose in the car (e.g., in a lap or unrestrained in the back seat).*** If the Tibbie is unused to crate/carriers or safety seats, the Coordinator should endeavor to have the surrenderer, shelter or fosterer condition the Tibbie to the crate or safety seat before the transport.
 - For safety, all Tibbies must be kept in a harness with a leash attached at all times—even when in their crate, carrier or safety seat—so that transporters can keep them under control whenever opening the crate/carrier or releasing them from the safety seat for a transfer or potty break.

Long Distance Transport Planning

When a long-distance transport by car involves multiple legs, the following guidelines apply:

- The Coordinator recruits transporters by
 - plotting possible route(s) from where the dog is to where he's going
 - identifying prospective volunteer transporters who live along the route

Generally, we recruit prospective transporters from the volunteer roster, TSCA members, and/or persons on the waiting list. The Coordinator can recruit by phone or email directly to the prospective transporter, especially if the recruit is known to the Coordinator personally, or by sending a transport appeal by Rescue/Re-Home Alert; Alerts are generally used if the list of prospective volunteers is long. If an Alert fails to yield any volunteers, the Coordinator should try the personal approach.

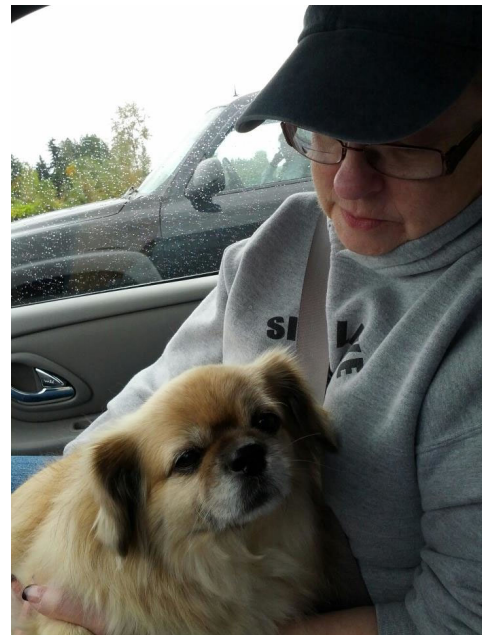
- Before approving a volunteer for a specific transport, the Coordinator should ensure that the transporter is screened and adequately experienced for the given situation. Regardless what paperwork we may already have on file (e.g., *Prospective Adopter Questionnaire*), obtain a [Transporter Application](#).
- If there are no prospective volunteers from the customary sources along a route or leg(s) of the route, the Coordinator may solicit volunteers from other rescue organizations, the AKC Rescue Network and/or other volunteers. Social media may be used as a last resort. The Coordinator must screen and approve prospective volunteers recruited in this manner as described in *Volunteer Policies and Procedures*.
- When recruiting, give as much detail as possible about the dog so that volunteers can make an informed choice to participate. For example, volunteers should be made aware if a Tibbie is fearful of car travel or subject to carsickness. Try to anticipate and answer questions in advance. Be prepared to answer questions, about that specific Tibbie or other related issues that arise.
- Each transport plan must have a "lead" person. Usually, the Coordinator is the lead but may name one of the transporters as the lead.
- The Coordinator and the designated lead will develop a transport plan. Generally, this involves a collaborative effort to decide the date(s) of transport, start and end points of each leg, and start and end times of each leg. The lead facilitates the process by email and phone. (See a sample facilitating email at the end of this subsection.) Once the details are worked out, the Coordinator and lead document the plan and ensure that everyone has a copy.

- When developing the plan, be considerate of the transporters and the dog and plan for all contingencies.
 - Canvass the transporters for their availability.
 - Find out whether the Tibbie will come in a travel crate/carrier or the transporters must supply a crate/carrier or dog safety seat. Make sure everyone knows whether each transporter should transfer the crate with the dog (preferred) *or* transfer the dog from crate to crate.
 - Google maps is your friend. Use it to verify distance and time from site to site along the route. Check the maps of each leg carefully to find out heavy traffic periods and other contingencies such as road closures (e.g., road washout) and construction delays.
 - Try to limit each transporter’s leg to no longer than 6 hours *roundtrip* from their home to the pickup site, from the pickup site to the meeting site, and from the meeting site back home. Don’t disregard how far/long the transporter must travel from/to home at the start and end points of his/her leg.
 - Try to keep the legs during daylight hours.
 - “Pad” the arrival and departure times for each leg by approximately 10 (or more) minutes to allow for unforeseen traffic delays, potty breaks (human and dog), leg-stretching, etc.
 - If an overnight is necessary, try to find a Tibbie-friendly place such as the home of a friend, relative or TSCA member. Paid accommodations (e.g., motel) are an ***absolute last resort***.
 - Meeting places should be a quiet area away from main roads, such as a church or vet’s office parking lot—never in busy, noisy places with traffic or lots of people around. ***Interstate service areas are an absolute no-no***. To find good spots, it’s best to discuss with the transporters themselves or someone local.
 - Give detailed instructions on the location of meeting places so that nothing is left to chance. For example, if the meeting site is at Albion State Park, ***where exactly*** in Albion State Park (e.g., tennis courts parking lot). You can even include “street view” photos from Google maps.
- The Coordinator or lead should distribute the final itinerary to each transporter involved in the transport. It must include:
 - Name of dog being transported
 - Name and mobile number of Coordinator
 - Name and mobile number of designated lead if other than the Coordinator
 - Date transport begins and a time line to the end

- Name of each transporter and complete contact information for each, including
 - Mailing address
 - Email address
 - Mobile phone transporter will be using during transport
 - Any backup phone numbers including home, work and alternate cell
- Make, model, year, and description (e.g., color, license plate) of transport vehicle
- Description of transporter, if necessary
- For each transporter's leg:
 - Exact departure location and time
 - Exact arrival location and time for next leg
- In addition to the plan, the Coordinator should provide *each* transporter the following information electronically:
 - Vet record showing current vaccinations
 - Biography of dog as known including any behavior issues and risks

Transport Day

- **Lead Role** – The lead must be available throughout the time the transport takes place and will be the point of contact for anyone who encounters problems during the transport.
- **Confirmation Phone Tree** – On the day the transport begins, the lead will phone/text the first transporter on the route who will then phone/text the next transporter on the route and so on, ending with the transporter on the final leg to the fosterer or adopter, to confirm that everyone understands the plan and is ready.
- **Postponement Phone Tree** – If any transporter is unreachable, the transport is postponed. Whoever is unable to reach that person is responsible for informing the transporter before her and transporter behind her. Each transporter then passes the information on down the line by phone/text. The transporter on the first leg informs the lead, and the lead informs the Coordinator. The Coordinator and lead will re-coordinate another transport.



Transport Day for Austin en route from Vancouver BC to Seattle WA

- **Document Transfers** – Occasionally, the Coordinator may ask transporters to pick up and transport *hardcopy* documents, such as health records, in addition to the Tibbie. This occurs when electronic transmission of the documents in advance of the transport isn't possible, usually because the person who has the documents doesn't have the means or knowledge to send them to the Coordinator electronically. When electronic transmission in advance isn't possible, the Coordinator will inform transporters and document in the transport plan that the first transporter will pick up hardcopy documents that will accompany the dog through the journey. Each transporter in turn will be responsible for ensuring that the documents are handed to the next transporter. Each transporter will be responsible for ensuring that he/she receives the documents.
- **Surrender Donations** – Most surrenderers offer to donate items to accompany the Tibbie being surrendered. These may include, for example, the Tibbie's collar, harness, leash, food, medications, travel crate, etc. The Coordinator will inform transporters and document the items in the transport plan. The first transporter will ensure that he/she picks up donated items, and each transporter along the route will transfer the donated items along with Tibbie.

Transport Supplies

- Before leaving the house, every transporter should have a copy of the entire plan that includes all the information listed above.
- To prepare for any contingency, equip the transport vehicle with the following supplies:
 - Crate (hard-side travel crates are preferred to wire crates)
 - Extra leash and collar/harness
 - Water and bowls
 - Snacks for humans/dogs
 - Poop bags
 - Tags or labels with rescue phone # (both home and cell, if applicable)
 - Blanket or large beach towel(s)
 - Baby or pet wipes
 - Paper towels
 - Clorox wipes or similar
 - Spray air freshener
 - Hand sanitizer
 - First-aid kit

- Dramamine and anti-diarrhea meds
- Leather gloves (if bite history)