**PROTOCOL FOR ENTERING AND EXITING THE PUPPY KENNEL, PUPPY PENS AND PAVILION PLAY SPACES**

The following procedures were created according to recommendations by our veterinary staff and Cornell. These are designed to protect our litters from illness spreading in our pup kennel. The general rule of thumb is when any part of you touches a pup or its living/play space you will **change** that article of clothing, footwear and **WASH YOUR HANDS** before touching another “cohort”.

**To Enter Pup Kennel:**

**Visitors** must place shoe covers over their “street” shoes. They will sit in the designated area place the cover over their shoe and place their foot over the black line onto the “clean” area, then repeat the same process with their other foot.

**Staff** will change into “clean” shoes. (pair of new shoes never worn; these shoes will remain in the pup kennel and should be used each time staff enter the kennel; these are “kennel shoes”; kennel shoes should **NOT** leave the area “street shoes” remain in the hallway.

**Colored Cohorts:**

To keep our litters segregated from each other they are assigned a color. Each color is painted on the wall. There are long sleeved color coordinated scrub tops that must be worn when handling pups. Each cohort group has an assigned crate tower and a rolling cart (used to move them in/out of building) (presently we do not have a yellow cart, the yellow crate tower is used instead ) (we have an Orange wall these puppies are part of the purple cohort and HS events will use purple color).

**To enter pup pens:**

Staff must change their kennel shoes and put on the washable clogs assigned to that pen. These clogs are kept on a plastic lid at the entrance of the assigned pen. These clogs are designated to each individual pen and will only be worn in that pen. This will insure any contaminates from that pen will be isolated to that pen. This also keeps the entire kennel floor clean. When coming in direct contact with puppies your legs need to be covered with color related scrub pants.

**Play spaces in pavilion**:

Use the same procedure as entering pup pens.

**To Exit Pup Kennel:**

**Visitors** must remove shoe covers. They will sit in designated area, remove shoe cover and place their foot on “street” side and repeat the process with their other foot. Dirty shoe covers should be discarded immediately in the trach can.

**Staff** need to put on their street shoes and leave their kennel shoes on the shelf inside the pup kennel.